

**MEETING MINUTES
TOWN OF BANCROFT
MARCH 21, 2019**

Mayor Donna McKneely called the meeting to order at 7:00 pm. She opened the meeting with roll call: David McClung, Jami Hayes, Bethany Adkins, Wallace Harper, Thomas Frame, Marie Dailey and prayer.

Guests George Woodrum, Kara Boehm (RBC) and Tony & Lee (LDE Technology) were also present.

Kara Boehm was recognized and introduced herself as the manager for the Town's investment account at RBC. Their company manages other city assets and realizes that the council is stewards of the asset. She suggested the council create an investment policy statement, which she provided the draft for – however, the council needs to decide which type of investor they would be. Currently, the assets are in safe, vanilla funds and she believes the town could see a 6% growth by being steady and prudent. Council will table the decision on the investment percentages to April. They thanked Ms. Boehm for her time and explanation of their account.

After reviewing the minutes, Councilman Harper moved to approve them; Councilwoman Hayes seconded and motion carried. Councilwoman Adkins then moved to approve the financial statement; Councilman Frame seconded and motion carried. Mr. Harper then moved to pay the invoices; Councilman McClung seconded and motion carried.

Next, Lee and Tony from LDE Technology spoke about the creation of the town website, which will be linked to the Chamber of Commerce website. They want it to be beneficial to the town. They took pictures, and are building a production site for council to view prior to going public. They are creating a town seal which needs approval, as well as calendars, Face Book page and links to city & county government sites the council thinks would be helpful.

Nathan Wills was then recognized, and stated he would like to put a trailer into the empty spot at his mobile home park (Old Ferry Street Park). The resident has a sister that lives in Poca, is a mature adult and lives alone. He feels she would be a great addition to the town. The trailer is a 2010 14' x 60' trailer and he provided pictures. Council discussed the Floodplain Ordinance and the Elevation Certificate the Planning Commission would require, but he insisted the first step lies with the council granting permission to allow the trailer since it is older than the 5 years stated in the ordinance. Council then discussed the other trailers currently in the park, and he stated he has installed a dumpster and all trailers are occupied. Council will research the ordinance and Mayor McKneely will contact him with the decision.

Mr. Harper stated the entrance signs will take about 1 month to come in and approximately 2 weeks to install (down payment provided to Signs by Dan around 4/8).

Mayor McKneely updated the council on Town Clean Up, which will be on Saturday, May 4th from 6am – 12pm. They will have 3 compactors, 2 roll offs and will be at the park. The Solid Waste Authority donated \$500, which should pay for it and Habitat ReStore will be there too.

The Town Newsletter should be starting up soon, as well as an official Town FaceBook page.

The water in alley issue still on the agenda – Mr. Harper to contact Tim Spradling (881-1735) since Benchmark was to bring a transit to shoot the alley to see if it could be fixed to drain better.

The Recorder noted that the monitor for the town hall computer is no longer working. This was a used monitor purchased from State Surplus, and she suggested replacing it with a new monitor from Staples since its unsure how long the State Surplus ones will last. Mrs. Hayes moved to purchase a monitor; Mr. McClung seconded and motion carried.

Mayor McKneely then handed out a WV Informational Letter, which covers by state law, an employer who is a casual employer, which exempts them from Workers Comp. Council asked Mayor to fill out an Application for Verification of Statutory Exemption from WV Workers' Comp Coverage with a \$25 fee, then wait to see if approved.

Council discussed the park: Trees needed for shade at the park – what type, where to purchase, etc. Playground equipment installation – Mr. Woodrum gave the drawings to the National Guard, but he has the instructions and schematics. Council needs to look over everything that is needed (concrete, tools, etc) to make sure everything is in place then schedule a volunteer work party to install. Trash cans also needed, and Mr. Frame will look at prices. Mr. Harper moved to purchase 2 galvanized trashcans with lids; Mrs. Adkins seconded and motion carried.

Council discussed whether or not to have a town picnic due to attendance at the last few. Possibly move to fall? Change of food? It's noted that costs have been budgeted for picnic, but Recorder can do a budget revision to move funds elsewhere as needed.

Mayor then reported that someone drove into the handrail at the town hall, then thanked Councilman Harper for straightening it back out. She called the Sheriff's Department and they did a police report and she will also turn in to insurance company. Mayor also thanked Councilman Frame for taking down the Christmas lights.

Mayor McKneely attended a NetSmartz Workshop at Eleanor and provided a flyer to council and asked what the interest may be in having a workshop in Bancroft. There were about 20 people at the one in Eleanor, and council doesn't think we'd have the attendance to warrant one.

Mayor McKneely then provided information regarding 4 wheelers in town, as she has been called on a troublesome 4 wheeler several times, and have spoken to the driver. It is not against the law to ride in town.

Mayor received several requests from a citizen that lives by the ballpark on 3rd Avenue. She continues to miss deliveries since carriers don't know that 3rd Avenue goes west (towards Rt. 62) as well as east (toward river). Mayor feels a sign with 3rd Avenue on the right side of the road may help. Mrs. Adkins moved to place a sign in that area; Mrs. Hayes seconded and motion carried.

Council then went over the budget and discussed areas where work will be needed in the upcoming fiscal year. After much discussion, Mrs. Adkins moved to complete the budget as discussed and that the Recorder submit to the State Auditor's office by the deadline; Mrs. Hayes seconded and motion carried.

Mayor McKneely will call around for estimates to fix the streets.

With no further business, meeting was adjourned at 10:20 pm and council will sit in abstention until Tuesday, April 16 per state law.

DONNA MCKNEELY, Mayor