

City of Greenleaf

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CITY COUNCIL MEETING MINUTES

Regular Session – 7:00pm – 04 February 2025 – Greenleaf City Hall

This meeting can be joined via computer, tablet, or smartphone at:

<https://meet.goto.com/CityofGreenleaf/council-mtg>

Via telephone United States: +1 (571) 317-3112 Access Code: 142-571-637

AGENDA:

1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call
4. Comments to the Council
5. Adjustments to meeting agenda **[ACTION ITEM]**
6. **POLICE AND FIRE REPORTS**
- 6.1 Police Report
- 6.2 Fire Report
7. **AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT**
- 7.1 Discussion and consideration of authorizing Mayor's signature on an Idaho Department of Commerce Rural Economic Development Professionals Grant (aka ED Pro Grant) Agreement Amendment and Invoice, as fiscal agent for the Western Alliance for Economic Development **[ACTION ITEM]** *(Clerk's Note: The Idaho Department of Commerce realized saving in their budget, and are offering a one-time only \$5,000.00 Bonus to FY25 ED Pro Grant recipients.)*
- 7.2 Discussion and consideration of change in appointment and contract for Building Official to T Young Inspection LLC **[ACTION ITEM]**
- 7.3 Discussion regarding a Flood Damage Prevention Ordinance - Idaho Model Ordinance for Greenleaf received from the Floodplain Specialist at the Idaho Dept. of Water Resources **[ACTION ITEM]** *(Clerk's Note: The Clerk requested guidance regarding prohibition of building in floodplain, and if a floodplain ordinance prohibiting building in floodplain could still preserve National Flood Insurance Program (NFIP) participation for residents who desire to acquire flood insurance).*
- 7.4 Report on the Regional Broadband and Digital Equity Action Plan for Rural Canyon and Owyhee Counties **[ACTION ITEM]**
- 7.5 Projects Report
- 7.6 Other business requiring contract staff input
8. **OTHER REPORTS AND PREVIOUS MEETING MINUTES (CONSENT AGENDA)**
- 8.1 Treasurer's Report and Disbursement List
- 8.2 Public Services Director's report
- 8.3 City Clerk's report
- 8.4 Monthly new construction valuation report
- 8.5 Consideration of consent agenda **[ACTION ITEM]**
9. **OTHER BUSINESS**
- 9.1 Other Old or New Business
10. **MINUTES REVIEW**
- 10.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed
- 10.2 Consideration of minutes for this meeting **[ACTION ITEM]**
11. **ADJOURNMENT**
- 11.1 Adjournment **[ACTION ITEM]**

1. Meeting called to order

Council President Ryan Schnuerle called the meeting to order at approximately 7:00 p.m.

2. Pledge of Allegiance

Ryan Schnuerle led those in attendance in the Pledge of Allegiance.

3. Roll Call

The clerk was asked to take roll call, with the following results.

X Seat 1: Ryan Schnuerle	X Seat 2: Rob Fisher	X Seat 3: Rachel Brobeck
X Seat 4: Dan Hyer	<input type="checkbox"/> Mayor: Brad Holton	<input type="checkbox"/> Impact Area: Liza Warner
Also Present:		
X City Clerk	X Public Services Director	<input type="checkbox"/> Police <input type="checkbox"/> Fire
X City Attorney	X City Engineer	X City Treasurer

4. Comments to the Council - This agenda item is reserved for those wishing to address the Council regarding city-related issues. In order to ensure adequate public notice, Idaho law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing, and should not be discussed by Council before the public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have a maximum of three (3) minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, if time permits. Multiple persons speaking to the same concern will be acknowledged, but only one speaker will be allowed.

Bill Pastoor with Republic Services greeted the Council. No issues were noted with solid waste service. Discussion followed, including intent to participate in the County's Spring Clean-up event.

5. Adjustments to meeting agenda [ACTION ITEM]

There were none.

6. **POLICE AND FIRE REPORTS**

6.1 Police Report

No written report was available.

6.2 Fire Report

No written report was available.

7. **AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT**

7.1 Discussion and consideration of authorizing Mayor's signature on an Idaho Department of Commerce Rural Economic Development Professionals Grant (aka ED Pro Grant) Agreement Amendment and Invoice, as fiscal agent for the Western Alliance for Economic Development [ACTION ITEM] (Clerk's Note: The Idaho Department of Commerce realized saving in their budget, and are offering a one-time only \$5,000.00 Bonus to FY25 ED Pro Grant recipients.)

The clerk gave brief background. Dan Hyer moved to approve. Rob Fisher seconded. The motion received unanimous approval.

7.2 Discussion and consideration of change in appointment and contract for Building Official to T Young Inspection LLC [ACTION ITEM]

Discussion followed, including Ryder Young's description of Tony Young's background and qualification as Building Official. Current Building Official Steve Pierson would move to plan review and back-up inspector as a subcontractor. It was noted that contract expense remains the same. Discussion continued.

Dan Hyer moved to authorize transition to T Young Inspection LLC with contract as proposed. Rachel Brobeck seconded. The motion received unanimous approval.

7.3 Discussion regarding a Flood Damage Prevention Ordinance - Idaho Model Ordinance for Greenleaf received from the Floodplain Specialist at the Idaho Dept. of Water Resources [ACTION ITEM] *(Clerk's Note: The Clerk requested guidance regarding prohibition of building in floodplain, and if a floodplain ordinance prohibiting building in floodplain could still preserve National Flood Insurance Program (NFIP) participation for residents who desire to acquire flood insurance).*

Staff gave background. Floodplain management is complicated, but not insurmountable for staff. Building in floodplain is very common. Legal urged caution. Both Engineering and the City Attorney are unaware of any city that prohibits development in the floodplain. There are potential takings concerns fraught with peril with prohibiting building in floodplain, which could be potentially addressed through no net loss provisions.

Discussion followed. Consensus was to continue to mirror the County's freeboard standard, but pursue review of the city's floodplain ordinance to continue to meet NFIP requirements.

7.4 Report on the Regional Broadband and Digital Equity Action Plan for Rural Canyon and Owyhee Counties [ACTION ITEM]

Please see written report for detail.

7.5 Projects Report

City Engineer Amy Woodruff reported:

- CPS Sidewalk project is completed
- ADA ramps project is extended for the last ramp, to 01 June
- Quarter pivot is done except for planting alfalfa later this spring
- Manganese project is in development
- Staff is meeting next week to start on a draft for Council on AOI
- Shooting range facility plan is in development
- Royal Ridge submitted construction drawings, and has received comments from Engineering

7.6 Other business requiring contract staff input

There was none.

8. **OTHER REPORTS AND PREVIOUS MEETING MINUTES
(CONSENT AGENDA)**

8.1 Treasurer's Report and Disbursement List

Please see written reports for detail. Treasurer Carrie Huggins noted that it has been uneventful since last Council meeting, a normal month. Annual promissory note payment has been made to DEQ. Irrigation billing is in development, should go out mid next week. The city is a third of the way through the fiscal year, with no areas of concern. Maintenance and repair equipment expense will go over budget due to need to keep new plow and sander expense on this budget line for end of year reporting. Disbursement list and credit card expenses were reviewed with no concerns.

The clerk took direction to review what credit card points can be used on for the benefit of the community.

8.2 Public Services Director's report

Please see written report for detail. 'Sewer Additional Revenue' budget line item reflects Hoagland Meats and other supplemental processing income.

8.3 City Clerk's report

Please see written report for detail.

8.4 Monthly new construction valuation report

Please see written report for detail.

Discussion followed, including structures on Binford and Hillcrest that may have been built without permits, progress on the carport variance, and status of the Greenleaf Air Ranch preliminary plat.

8.5 Consideration of consent agenda [ACTION ITEM]

Rachel Brobeck moved to approve the consent agenda. Dan Hyer seconded. The motion received unanimous approval.

9. **OTHER BUSINESS**

9.1 Other Old or New Business

There was none.

10. **MINUTES REVIEW**

10.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed

No recess was taken.

10.2 Consideration of minutes for this meeting [ACTION ITEM]

Council paused to review the draft meeting minutes. Rob Fisher moved to approve. Rachel Brobeck seconded. The motion receive unanimous approval.

11. **ADJOURNMENT**

11.1 Adjournment [**ACTION ITEM**]

Rachel Brobeck moved to adjourn. Dan Hyer seconded. The motion received unanimous approval and the meeting adjourned at approximately 8:12p.

Respectfully submitted,

Lee C. Belt
City Clerk
City of Greenleaf

NONDISCRIMINATION STATEMENT: In accordance with Federal law and U.S. Department of Agriculture policy, the City of Greenleaf is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.”

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Materials are available in Spanish upon request.
Los materiales están disponibles en español a pedido.