City of Greenleaf

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CITY COUNCIL MEETING MINUTES
11 August 2026 – Greenleaf City Hall

Special Session – 6:30p (Fy2027 Budget & Fee Schedule Public Hearing & Deliberation)
Regular Session – 7:00p (or at conclusion of Special Session)

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*

Special Session
1. Meeting called to order
2. Pledge of Allegiance
3. Roll Call
3.1 Public Hearing – Fiscal Year 2027 Budget
3.2 Public Hearing – Fee Schedule
3.3 Discussion and Consideration of Ordinance #DRAFT FY26-004 (FY2027 Appropriations Ordinance) [ACTION ITEM]
3.4 Discussion and Consideration of Resolution #DRAFT 003-FY26 (adjusting consolidated fee schedule) [ACTION ITEM]

Regular Session
4. Comments to the Council
- Written Comment from Jeff Stokes of 26544 Homedale Road, Wilder, Idaho
- Tom Points, Nampa Public Works Director, Canyon County Registration Fee Presentation

4.1 Consideration of Canyon County Fee Registration Support / Decision [ACTION ITEM]
5 Adjustments to meeting agenda [ACTION ITEM]
5.1 Discussion and consideration of Mayoral Appointment(s) to fulfill remainder of term for an open seat (P&Z Seat #4) [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 Resolution #DRAFT 004-FY26 (adjusting utility billing policy) [ACTION ITEM]
7.2 Discussion and consideration of Resolution #DRAFT 005-FY26 (Adjusting full-time employee wage scale and benefits policy) [ACTION ITEM]
7.3 Discussion and consideration of Ordinance #DRAFT FY26-003 (Adjusting GC 5-5-37 Feral Cats to conform with 5-3-5 Firearms – Air Guns) [ACTION ITEM]
7.4 Discussion and consideration of authorizing Mayor's signature on the 2026 Audit Engagement Letter [ACTION ITEM]
7.5 Discussion and consideration of a non-binding term sheet with BioSolutions USA, Inc. [ACTION ITEM]
7.6 Discussion and consideration of setting a special session Council Meeting regarding extraterritorial agreements for city water and sewer utility extensions [ACTION ITEM]
7.7 Discussion and consideration regarding changing the date for the September 2026 City Council Meeting [ACTION ITEM]
7.8 Projects Report
- IDWR Aging Infrastructure Grant (Irrigation)
- DEQ Invitation to Apply for FY2027 Drinking Water Emerging Contaminants Grant (Manganese)
- DEQ Invitation to Apply for FY2027 Wastewater Planning Grant Funding Assistance (50% Match for a Wastewater Facility Plan)
- Other projects

7.9 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 Any other 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]

Special Session

1. Meeting called to order

Mayor Ryan Schnuerle called the meeting to order at approximately 6:35p.

2. Pledge of Allegiance

Ryan Schnuerle led those assembled in the Pledge of Allegiance.

3. Roll Call

☒ Seat 1: Jim Haley ☒ Seat 2: Rob Fisher ☒ Seat 3: Kathryn Ralstin
☒ Seat 4: Dan Hyer ☒ Mayor: Ryan Schnuerle
Also Present:
☒ City Clerk ☒ Public Services Director ☒ Police ☐ Fire
☐ City Attorney ☒ City Engineer ☒ City Treasurer

3.1 Public Hearing – Fiscal Year 2027 Budget

Ryan Schnuerle noted that there was no one was in the gallery to speak to budget.

Ryan opened the public hearing at approximately 6:37p. Ryan verified with the clerk that the public hearing was published, and verified with the clerk that there was no written comment. No one chose to speak to the budget from the gallery.

Ryan closed the public hearing at approximately 6:38p.

City Treasurer Carrie Huggins reviewed the budget for Council, including proposed changes to irrigation.

Dan Hyer moved to adopt as presented, Jim Haley seconded. A roll call vote was requested. The motion was approved with Jim Haley for the motion, Rob Fisher for the Motion, Kathryn Ralstin for the motion, and Dan Hyer for the motion.

3.2 Public Hearing – Fee Schedule

Ryan opened the public hearing at 6:50p.

Ryan verified with the clerk that the public hearing was published, and verified with the clerk that there was no written comment. No one chose to speak to the fee schedule from the gallery.

Ryan closed the public hearing at approximately 6:51p

The clerk re-capped proposed changes to the fee schedule.

Jim Haley moved to adopt the consolidated fee schedule as presented. Kathryn Ralstin seconded. The motion received unanimous approval.

3.3 Discussion and Consideration of Ordinance #DRAFT FY26-004 (FY2027 Appropriations Ordinance) [ACTION ITEM]

Preformed under 3.1.

3.4 Discussion and Consideration of Resolution #DRAFT 003-FY26 (adjusting consolidated fee schedule) [ACTION ITEM]

Performed under 3.2.

Regular Session

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.*

Craig Schoberg addressed Council and spoke against Flock Cameras, calling them the root of evil and an extension of California type bureaucracy. Collecting data on people is not necessary. Craig also spoke against penalties for feeding cats.

- Written Comment from Jeff Stokes of 26544 Homedale Road, Wilder, Idaho *(Clerk's note – no specific response requested)*

POLICE REPORT:

Please see Stats Report for detail. Sgt. Eric Obenchain reviewed police activity, including a battery case currently under investigation. School is starting up. Discussion followed regarding traffic stops – There is no quota, PD looks for behavioral change and uses warnings rather than tickets. Flock cameras did assist with finding a vehicle related to theft at the Dollar General this past month. Discussion followed regarding Flock camera data.

- Tom Points, Nampa Public Works Director, Canyon County Registration Fee Presentation

Please see PowerPoint for detail. Discussion followed, including clear ballot language. Public Services Director Doug Amick was asked for his opinion, and Doug supports this. Discussion followed related to Craig Schoberg questions and concern about the amount of road construction and the amount of time it takes to complete construction in the Treasure Valley, and construction in the Nampa area. It was expressed that the voters should have opportunity to decide. Concern was expressed that road construction is not keeping pace with growth.

4.1 Consideration of Canyon County Fee Registration Support / Decision [ACTION ITEM]

Discussion followed. Rob Fisher moved to support this effort. Kathryn Ralstin seconded. The motion received unanimous approval.

5 Adjustments to meeting agenda [ACTION ITEM]

There were none.

5.1 Discussion and consideration of Mayoral Appointment(s) to fulfill remainder of term for an open seat (P&Z Seat #4) [ACTION ITEM]

No appointment was available.

6. POLICE AND FIRE REPORTS

6.1 Police Report

Performed above.

6.2 Fire Report

No written report was available.

7. AGENDA ITEMS REQUIRING CONTRACT STAFF INPUT

7.1 Discussion and consideration of Resolution #DRAFT 004-FY26 (adjusting utility billing policy) [ACTION ITEM]

Dan Hyer read the resolution by title. It was noted that this had been discussed in concept by Council in months past, and that staff sent the draft to Council late last week to give opportunity for review. Council paused to review the draft.

City Treasurer Carrie Huggins was asked to speak to the draft. Currently about 30% of utility payments come before the due date. A significant number of payments come after the due date, while staff is working on generating the next billing. By adjusting the due date earlier, it provides opportunity for city staff to keep up with future growth. The proposal attempts to allow for better city staff workflow, reduces to a 30-day billing cycle, and gives two Fridays between due date and turnoff.

Discussion followed. Recommendation to staff was made, if approved, to start notifying the public as soon as possible.

Dan Hyer moved to approve, with direction to staff to start education program this month. Rob Fisher seconded. The motion was approved by voice vote, with Kathryn Ralstin opposed.

7.2 Discussion and consideration of Resolution #DRAFT 005-FY26 (Adjusting full-time employee wage scale and benefits policy) [ACTION ITEM]

Jim Haley read the resolution by title. Discussion followed.

Rob Fisher moved to continue to the next regularly scheduled meeting. Kathryn Ralstin seconded. The motion received unanimous approval.

7.3 Discussion and consideration of Ordinance #DRAFT FY26-003 (Adjusting GC 5-5-37 Feral Cats to conform with 5-3-5 Firearms – Air Guns) [ACTION ITEM] *(Clerk's Note: Second Reading)*

Ryan Schnuerle performed second reading by title.

7.4 Discussion and consideration of authorizing Mayor's signature on the 2026 Audit Engagement Letter [ACTION ITEM]

Dan Hyer moved to approve Mayor's signature. Kathryn Ralstin seconded. Discussion followed. The motion received unanimous approval.

7.5 Discussion and consideration of a non-binding term sheet with BioSolutions USA, Inc. [ACTION ITEM] *(Clerk's Note: Document may not be ready for consideration at this meeting)*

Ryan Schnuerle described the city's previous engagement with BioSolutions USA, Inc. for testing of prototype equipment (pilot study) at the city's wastewater treatment plant. This proposal would allow the city to partner with BioSolutions for use of their technology.

Public Services Director Doug Amick expressed that the document needs to be adjusted to meet Idaho Code requirements. Discussion followed.

Kathryn Ralstin moved to authorize Mayor's signature upon document approval by the City Attorney. Dan Hyer seconded. The motion received unanimous approval.

7.6 Discussion and consideration of setting a special session Council Meeting regarding extraterritorial agreements for city water and sewer utility extensions [ACTION ITEM] *(Clerk's Note: This would set a public meeting for Council deliberation with staff input. The public is welcome to attend and observe government in action at public meetings, but this would NOT be a public hearing for input to Council from the public on this topic.)*

City Engineer Amy Woodruff explained that development teams in Canyon County have approached the city for extension of city utilities outside the city limits. Prior Mayor and Council have been amenable to considering these requests. A meeting to review capacities and for Council discussion regarding such extension of services was suggested.

Meeting at 6:30p for a half hour discussion before the next regular Council Meeting for a high-level presentation and discussion was suggested. Discussion followed, including starting at 6p.

Meeting at 6p before the next regular meeting for this purpose was approved by consensus.

7.7 Discussion and consideration regarding changing the date for the September 2026 City Council Meeting [ACTION ITEM]

Discussion followed regarding possible dates. By consensus, the regular Sep meeting was set for Mon 14 Sep 2026, with workshop session regarding extraterritorial agreements at 6pm.

7.8 Projects Report

- IDWR Aging Infrastructure Grant (Irrigation)
- DEQ Invitation to Apply for FY2027 Drinking Water Emerging Contaminants Grant (Manganese)
- DEQ Invitation to Apply for FY2027 Wastewater Planning Grant Funding Assistance

(50% Match for a Wastewater Facility Plan)
- Other projects

Amy Woodruff reported the Aging Infrastructure Grant has been submitted, and reported on short list for the DEQ Emerging Contaminants grant, and for the DEQ Wastewater Treatment Planning Grant.

The Clerk took direction from Mayor to communicate the city's moving forward with DEQ Emerging Contaminants grant, and for the DEQ Wastewater Treatment Planning Grant.

Comments have been received from DEQ on the draft water facility plan.

Staff level discussions for shooting range construction with IDF&G are likely to occur within the next few months.

Royal Ridge project is still active. A developer has met with staff regarding the Cloud property (120 acres).

7.9 <u>Other business requiring contract staff input</u>

There was none.

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

8.1 <u>Treasurer's Report and Disbursement List</u>

Please see written reports for detail. City Treasurer Carrie Huggins highlighted the balance sheet for Council.

The Profit and Loss by class was reviewed. Irrigation is showing a loss, due to cost of irrigation facility plan and grant funds not yet received. The loss shown reflects funds expended from savings.

The Profit and Loss budget vs. actual was reviewed, with a separate report per fund. General fund received more in property tax than budgeted, liquor fund will likely come in less than budget, revenue sharing is also under budget. General fund also participated in land acquisition costs (from reserves). Irrigation fund was reviewed. It was noted that irrigation is reported accrual. Road fund was reviewed. Sewer fund was reviewed, including additional revenue including interest. Land application was discussed, as this is over budget. Additional revenue has defrayed land application expenses. Water fund was reviewed, including maintenance work (including pumps) from savings, and land acquisition. Garbage fund was reviewed.

Consensus of Council was for quarterly separate budget vs actual by fund reports.

The disbursement list and the visa statements were highlighted.

8.2 <u>Public Services Director's report</u>

Please see written report for detail. Mayor may be able to take PFAS samples to north Idaho on 08 Oct.

8.3 City Clerk's report

Please see written report for detail. The clerk also reported on the COMPASS Rural Prioritization Meeting, which recognized Greenleaf with #1 prioritization for a LTHTAC grant project.

8.4 Monthly new construction valuation report

Please see written report for detail.

8.5 Consideration of consent agenda [ACTION ITEM]

Dan Hyer moved to approve the consent agenda. Kathryn Ralstin seconded. The motion received unanimous approval.

9. OTHER BUSINESS

9.1 Any other 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]

Dan Hyer moved to approve the minutes as presented. Kathryn Ralstin seconded. The motion received unanimous approval.

11. ADJOURNMENT

11.1 Adjournment [ACTION ITEM]

Jim Haley moved to adjourn. Dan Hyer seconded. The motion received unanimous approval and the meeting adjourned at approximately 10:18p.

Respectfully submitted,

Lee C. Belt
City Clerk
City of Greenleaf

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