

City of Greenleaf

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CITY COUNCIL MEETING MINUTES

Regular Session – 7:00p – 03 February 2026 – 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 Nomination to fulfill term of office for Council Seat #1 [ACTION ITEM]
- 7.2 Nomination for Area of Impact Representative to the P&Z [ACTION ITEM]
- 7.3 Discussion and consideration of setting irrigation toll for the CY2026 irrigation season [ACTION ITEM]
- 7.4 Discussion regarding the Wet Meadows Project and consideration of authorizing Mayor’s signature on a request to the Idaho Department of Water Resources (IDWR) for an extension of water right permit application. [ACTION ITEM]
- 7.5 Discussion and consideration of authorizing Mayor’s signature on a revocable license for a Clarity Credit Union “Mobile Branch” (recreational vehicle conversion with automated teller machine or ‘ATM’ outside and a banker’s Office inside) at the Greenleaf City Hall parking lot on Tuesdays and Thursdays [ACTION ITEM]
- 7.6 Discussion and consideration of Ordinance # DRAFT FY26-0002 - Adjusting GC §5-3-5 Firearms; Air Guns - AN ORDINANCE OF THE CITY OF GREENLEAF, IDAHO, ADJUSTING GREENLEAF MUNICIPAL CODE §5-3-5 (FIREARMS; AIR GUNS) TO ADD CLARITY AND REMOVE AMBIGUITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; DIRECTING THE CITY CLERK FOR ORDINANCE NUMBER AND CODIFICATION; PROVIDING AN EFFECTIVE DATE AND FOR PUBLICATION
- 7.7 Projects Report
- 7.8 Executive Session per IC 74-206(1)(c) “To acquire an interest in real property which is not owned by a public agency;”
- 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]

1. Meeting called to order

Mayor Ryan Schnuerle called the meeting to order at approximately 7:00p.

2. Pledge of Allegiance

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

3. Roll Call

<input type="checkbox"/> Seat 1: OPEN	<input checked="" type="checkbox"/> Seat 2: Rob Fisher	<input checked="" type="checkbox"/> Seat 3: Kathryn Ralstin
<input checked="" type="checkbox"/> Seat 4: Dan Hyer	<input checked="" type="checkbox"/> Mayor: Ryan Schnuerle	
Also Present:		
<input checked="" type="checkbox"/> City Clerk	<input checked="" type="checkbox"/> Public Services Director	<input checked="" type="checkbox"/> Police <input type="checkbox"/> Fire
<input checked="" type="checkbox"/> City Attorney	<input checked="" type="checkbox"/> City Engineer	<input checked="" type="checkbox"/> 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 Westowns / Republic Services checked in with Council regarding service. Service has been good.

5. Adjustments to meeting agenda [**ACTION ITEM**]

No adjustments were made.

6. **POLICE AND FIRE REPORTS**

6.1 Police Report

Sgt. Eric Obenchain reported that the Department has been busy. Please see written stats report. Discussion followed, including loose dogs. Eric encouraged calling dispatch whenever dogs at large are seen.

6.2 Fire Report

No written report was available.

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

- 7.1 Nomination to fulfill term of office for Council Seat #1 [ACTION ITEM] *(Clerk's Note: Nomination may not be ready for this Council Meeting)*

Ryan Schnuerle noted that he has spoken with prospects, and should have a nomination next week.

- 7.2 Nomination for Area of Impact Representative to the P&Z [ACTION ITEM] *(Clerk's Note: Nomination may not be ready for this Council Meeting)*

No nomination was available.

- 7.3 Discussion and consideration of setting irrigation toll for the CY2026 irrigation season [ACTION ITEM]

Please see memo with staff recommendation. City Treasurer Carrie Huggins reported that the water toll from the Irrigation District has not changed from last year. Carrie discussed delinquencies rate and O&M proposed to meet the FY 2026 budget.

Rob Fisher moved to approve fees for the 2026 irrigation season as presented: \$77.31 per-acre for water, \$197.24 per-parcel for Operations-and-Maintenance, and \$25.00 administrative fee in lieu of O&M for parcels without access points. Kathryn Ralstin seconded. The motion was approved unanimously.

- 7.4 Discussion regarding the Wet Meadows Project and consideration of authorizing Mayor's signature on a request to the Idaho Department of Water Resources (IDWR) for an extension of water right permit application. [ACTION ITEM]

City Staff gave a summary of the project and described need for the extension application. Please see written application for detail. Discussion followed, including what H-flumes are.

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

- 7.5 Discussion and consideration of authorizing Mayor's signature on a revocable license for a Clarity Credit Union "Mobile Branch" (recreational vehicle conversion with automated teller machine or 'ATM' outside and a banker's Office inside) at the Greenleaf City Hall parking lot on Tuesdays and Thursdays [ACTION ITEM] *(Clerk's Note: At time of agenda, revocable license document is in revision process per City Attorney comments, may not be ready for signature at this meeting)*

A Clarity Credit Union representative described the project. It was noted that Clarity does this already in Marsing.

It was noted that the agreement is being finalized, and should be available next month.

- 7.6 Discussion and consideration of Ordinance # DRAFT FY26-0002 – Adjusting GC §5-3-5 Firearms; Air Guns - AN ORDINANCE OF THE CITY OF GREENLEAF, IDAHO, ADJUSTING GREENLEAF MUNICIPAL CODE §5-3-5 (FIREARMS; AIR GUNS) TO ADD CLARITY AND REMOVE AMBIGUITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; DIRECTING THE CITY CLERK FOR ORDINANCE NUMBER AND CODIFICATION; PROVIDING AN EFFECTIVE DATE AND FOR PUBLICATION. (Clerk’s note: At time of agenda, draft is in staff revision process)

Mayor Ryan Schnuerle performed first reading.

Please see draft for detail. It was noted that the current ordinance was in need of clarification. The City of Wilder needs an ordinance regarding discharge of firearms, and the Police Department sees value in similar ordinances. Wilder will probably not use a hunting provision due to closeness of residences. Discussion followed.

7.7 Projects Report

Kirby Cook discussed:

Shooting Range Feasibility Plan
Manganese Planning / LOI – June/July grant rankings.
Water and Wastewater Capacity Analysis
Wastewater Facility Plan LOI – June/July grant rankings.

Discussion followed, including Royal Ridge phase 1 status.

- 7.8 Executive Session per IC 74-206(1)(c) “To acquire an interest in real property which is not owned by a public agency;”

No executive session was held.

7.9 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 report for detail. Quarterly income has been received for property tax, revenue sharing, and roads. The city’s large sewer payment to Idaho Department of Environmental Quality (DEQ) has also been made.

Carrie reviewed the balance sheet for Council.

Discussion followed regarding water bonds and sewer promissory notes. The collection system sewer promissory note is 20-year, all others are 30-year instruments. Rates are mainly 3-4% interest. Required set-aside funds were also discussed.

The Profit and Loss by Class report was reviewed. Irrigation fund is at a negative because irrigation has not yet been billed yet for the 2026 season. Sewer fund is at a negative in part because note payment has been paid. Water and sewer projects, including two pump failures, have been paid from reserves.

The Budget vs. Actual report was reviewed. The city is at 33.3% of the fiscal year. Revenue is on-target for this time of year. Police contract is off because the Flock Camera expense came in after budget was adopted – This will help remind staff to budget for this in next year's budget.

The Disbursement Report and Visa Statements were highlighted.

It was noted that Timber Creek Recycling should be added to the vendor list.

Council paused to review the written financial reports.

Discussion followed regarding 4th of July Fireworks.

8.2 Public Services Director's report

Please see written report for detail. Discussion followed, including new PFAS testing lab in Moscow and back-up well definition.

8.3 City Clerk's report

Please see written report for detail.

Dan Hyer noted that there is a COMPASS meet-and-greet with legislators this Thursday evening.

Discussion followed, including HB389(2021).

8.4 Monthly new construction valuation report

There have been no building permits yet this year.

8.5 Consideration of consent agenda [ACTION ITEM]

Rob Fisher moved to approve the consent agenda, and add Timber Creek Recycling to the vendor list. Dan Hyer 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. Kathryn Ralstin seconded. The motion received unanimous approval.

11. **ADJOURNMENT**

11.1 Adjournment [ACTION ITEM]

Kathryn Ralstin moved to adjourn. Dan Hyer seconded. The motion received unanimous approval and the meeting adjourned at approximately 8:45p

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.