

City of Greenleaf

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CITY COUNCIL MEETING MINUTES

Regular Session – 7:00pm – 03 September 2024 – 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 an Intergovernmental Agreement between Caldwell Rural Fire Protection District (CRFPD) and the City of Greenleaf (CoG) regarding CoG collection of development impact fees for CRFPD [ACTION ITEM]
 - 7.2 Consideration a contractor pay application for the ADA Pedestrian Ramp Project [ACTION ITEM]
 - 7.3 Discussion regarding outcome of Meeting #3 facilitated by COMPASS regarding the concept of a Canyon County Local Option Registration Fee
 - 7.4 Report on Verizon internet gateway and cellphones
 - 7.5 Discussion regarding update to the consolidated fee schedule with public hearing
 - 7.6 Consideration of authorizing Mayor's Signature on invoice to the Idaho Department of Commerce (IDOC) for the first half-payment of Economic Development Professional (ED Pro) grant funds for the Western Alliance for Economic Development (WAED) [ACTION ITEM]
 - 7.7 Consideration of authorizing Mayor's signature on a Memorandum of Understanding between Pacific Solutions Northwest (PSNW) and the City of Greenleaf (CoG) regarding the BEAD Broadband Planning Grant [ACTION ITEM]
 - 7.8 Projects Report
 - 7.9 Any other agenda items 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 OLD BUSINESS**
 - 9.1 Other Old Business
10. **OTHER NEW BUSINESS**
 - 10.1 Other New Business
11. **ADJOURNMENT**
 - 11.1 Recess to allow the clerk to finish draft minutes for this meeting, if needed
 - 11.2 Consideration of minutes for this meeting [ACTION ITEM]
 - 11.3 Adjournment [ACTION ITEM]

1. Meeting called to order

Mayor Brad Holton called the meeting to order at approximately 7:02p

2. Pledge of Allegiance

Brad Holton led those assembled 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 | X Mayor: Brad Holton | <input type="checkbox"/> Impact Area: Liza Warner |
| Also Present: | | |
| X City Clerk | X Assist. to the Public Services Director | |
| X Police | X Fire | |
| <input type="checkbox"/> 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.*

No one addressed the Council.

5. Adjustments to meeting agenda [ACTION ITEM]

There were none.

6. **POLICE AND FIRE REPORTS**

6.1 Police Report

Given later in the meeting.

6.2 Fire Report

Please see pin map for detail. Many vehicle accidents, medical calls including falls.

Discussion followed. It was noted that the ambulance district will likely run another bond. It was also noted that if not funded, there may be significant delays in ambulance service. Fire and police are also very busy.

POLICE REPORT: Sgt. Obenchain reported that as a whole in Aug 284 service calls total. Busy with school started back up.

Discussion followed, including significant speeding through Greenleaf, up to 70 mph, particularly on SH-19, with gravel trucks mentioned. Calling in to Canyon County Dispatch was recommended, with plates and commercial info if available.

A brief report was given on 20805 Whittier Drive, including 18 dogs removed and Building Official's notice removing occupancy.

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

7.1 Discussion and consideration of an Intergovernmental Agreement between Caldwell Rural Fire Protection District (CRFPD) and the City of Greenleaf (CoG) regarding CoG collection of development impact fees for CRFPD **[ACTION ITEM]**

Ryan Schnuerle moved to continue to the October Council Meeting. Dan Hyer seconded. The motion received unanimous approval.

7.2 Consideration a contractor pay application for the ADA Pedestrian Ramp Project **[ACTION ITEM]**

Ryan Schnuerle moved to approve payment as requested. Rob Fisher seconded. The motion received unanimous approval.

7.3 Discussion regarding outcome of Meeting #3 facilitated by COMPASS regarding the concept of a Canyon County Local Option Registration Fee

Dan Hyer noted the packet item with last four slides from the COMPASS meeting. Discussion followed. Final report from COMPASS has not yet been released. Request was given for local road jurisdictions to discuss the concept. It was noted that this will require voter approval at a November election, and that additional definition of the details need to be worked out, including administrative costs and details for the County. Registration in neighboring States is much more expensive than in Idaho.

Discussion followed. It was expressed that if this is a couple years out and the proposal is not fully 'baked', then it isn't worth the Council's time to pursue at this time. There was interest in receiving COMPASS's final report.

7.4 Report on Verizon internet gateway and cellphones

The clerk reported that staff did move forward with this contract.

7.5 Discussion regarding update to the consolidated fee schedule with public hearing
Noted to be expected at next month's Council Meeting, with public hearing required for garbage fees increase over 5%.

Discussion followed, including need to structure land use fees with a base fee plus 'pay to play' such that development truly pay's its own way for application expenses Mayor and staff will work on inclusion of this pay-as-you-go to keep current on monthly city expenses concept with the City Attorney for next month's meeting.

7.6 Consideration of authorizing Mayor's Signature on invoice to the Idaho Department of Commerce (IDOC) for the first half-payment of Economic Development Professional (ED Pro) grant funds for the Western Alliance for Economic Development (WAED) **[ACTION ITEM]**

It was noted that the city is the fiscal agent for the WAED, thus the IDOC grant funds go through the city. Dan Hyer moved to authorize Mayor's Signature. Rachel Brobeck seconded. The motion received unanimous approval.

7.7 Consideration of authorizing Mayor's signature on a Memorandum of Understanding between Public Solutions Northwest (PSNW) and the City of Greenleaf (CoG) regarding the BEAD Broadband Planning Grant [ACTION ITEM]

Discussion followed giving background for the planning grant. Dan Hyer moved to authorize Mayor's signature. Rob Fisher seconded. The motion received unanimous approval.

7.8 Projects Report

City Engineer Amy Woodruff reported that there are several projects in progress, including the quarter pivot, ADA ramps, and CPS sidewalk. Upcoming projects include manganese grant submission to DEQ in January. Final plat is upcoming for next phase of the Greenleaf Air Ranch. Transportation plan update is upcoming this winter. Shooting range feasibility study is upcoming as well.

7.9 Any other agenda items requiring contract staff input

It was noted that first partial pay estimate has been submitted for the quarter pivot. Request to add vendors will be made later in this meeting.

Discussion followed regarding 14-day temperature projections and changes in data 'collection'.

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

8.1 Treasurer's Report and Disbursement List

Please see written report for detail. City Treasurer Carrie Huggins highlighted the balance sheet. Nothing exciting this month... The Profit and Loss by Class was reviewed. Funds showing a loss reflect a major project done in that fund, because savings is not shown as revenue. The budget vs. actual report is at 91.6% of the fiscal year. Direct income is a 105% of budget. The disbursement list was noted. Authorization for new project vendors JCG Excavation LLC (CPS sidewalk project) and TerraCo Excavation and Demo (ADA ramps and quarter pivot projects) were requested.

It was noted that some sewer influent was received from Owyhee Meats out of Homedale.

8.2 Public Services Director's report

Assistant to the Public Services Director, Ruben Flores, reported that Director Doug Amick is recovering well.

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.

8.5 Consideration of consent agenda [**ACTION ITEM**]

Ryan Schnuerle moved to accept the consent agenda, including two new vendors as requested. Dan Hyer seconded. The motion received unanimous approval.

9. **OTHER OLD BUSINESS**

9.1 Other Old Business

There was none.

10. **OTHER NEW BUSINESS**

10.1 Other New Business

There was none.

11. **ADJOURNMENT**

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

No recess was needed.

11.2 Consideration of minutes for this meeting [**ACTION ITEM**]

Rachel Brobeck moved to approve the minutes. Ryan Schnuerle seconded. The motion received unanimous approval.

11.3 Adjournment [**ACTION ITEM**]

Rachel Brobeck moved to adjourn. Dan Hyer seconded. The motion received unanimous approval and the meeting adjourned at approximately 8:36p.

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.