

COMING EVENTS

MONDAY, APRIL 15

FIRE DEPT MEETING
7:00 PM Fire Department

TUESDAY, APRIL 16

CITY COUNCIL MEETING
5:15 PM Council Chambers

WEDNESDAY, APRIL 24

AIRPORT COMMISSION MEETING
7:00 AM Harlan Airport

THURSDAY, APRIL 25

BOARD OF ADJUSTMENT MEETING
12:00 PM Council Chambers

THURSDAY, APRIL 25

HMU BOARD MEETING
4:00 PM HMU

MONDAY, MAY 6

FIRE DEPT TRAINING
7:00 PM Fire Department

TUESDAY, MAY 7

CITY COUNCIL MEETING
5:15 PM Council Chambers

THURSDAY, MAY 9

HMU ELECTRONIC BOARD MEETING
4:00 PM HMU

FRIDAY, MAY 10

VETS COMMISSION MEETING
12:30 AM Vets Auditorium

MONDAY, MAY 13

LIBRARY BOARD MEETING
5:00 PM Library Meeting Room

TUESDAY, MAY 14

PARK & REC MEETING
12:00 PM Council Chambers

MONDAY, MAY 20

FIRE DEPT MEETING
7:00 PM Fire Department



AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, APRIL 16, 2024, 5:15 P.M

The City Council will be meeting in the City of Harlan Council Chambers. This meeting is open to the public for in-person attendance. This meeting is also available electronically utilizing Zoom.com. The public can participate remotely via conference call by telephone or by audio on their own computer.

To participate by audio internet connection:

Join Zoom: Meeting ID: <https://us02web.zoom.us/j/85715158878>

To participate by phone: dial #1-312-626-6799 Meeting ID: **857 1515 8878**

1. OPENING BUSINESS

- A. Call meeting to order
- B. Roll call
- C. Clerk presents agenda (*Roll Call Vote*)
- D. Conflict of Interest (state if applicable)

2. CONSENT AGENDA

All items listed under the Consent Agenda will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.

- A. Minutes of the 04/02/2024 Special Council meeting and 04/02/2024 Regular meeting
- B. Claims List No. 1312 in the amount of \$63,438.57
- C. Expenditure & Revenue reports for the month of March 2024
- D. HMU Sewer & Landfill Reconciliation Report for March 2024
- E. Sheriff's Statistical Report for March 2024
- F. Renewal Application for Hy-Vee Inc. DBA Hy-Vee, Class B Retail Alcohol License.
- G. Renewal Application for Old West Side Lounge, LTD. DBA Old Westside Lounge, Class C Retail Alcohol License.
- H. Renewal Application for Rocking Chair, Class C Retail Alcohol License.
- I. Automatic Renewal Application for Fareway Stores, Inc. #790, Class E Retail Alcohol License.

3. PUBLIC HEARING

- A. Regarding Proposed FY 24/25 Annual Budget
 - 1. Motion to Close Hearing (*Roll Call Vote*)
- B. Resolution 2562 – Adopting the Annual Budget for Fiscal Year Ending June 30, 2025 (*Roll Call Vote*)

4. OTHER BUSINESS

- C. Resolution 2563 – Resolution to Authorize the Signing of Warrants (*Roll Call Vote*)
- D. Approve I.D.OT. Federal-Aid Agreement for a Transportation Alternatives Program for River Access Project (TAP) Project (*Roll Call Vote*)
- E. Receive and File the 2022/2023 Fiscal Year Audit (*Roll Call Vote*)

- F. Receive and File Personnel & Finance Committee Meeting Minutes from 04/11/2024 (*Roll Call Vote*)
 - 1. Review Options for Sewer Billing and Collections Re-Audit (*Roll Call Vote*)
 - 2. Review Memorandum of Understanding (MOU) with Shelby County Plant Iowa for tree planting (*Roll Call Vote*)
- G. Ordinance No. 2024-01 An ordinance amending Chapter 69.08 of the Code of Ordinances for the City of Harlan, pertaining to No Parking Zones. The changes include:
 - a. 11th Street on the west side, from Tarkington Street to Main Street and on the east side, from Main Street to Broadway Street
 - b. Victoria Street on both sides, from 3rd Street to Exchange Street
 - c. Pine Street on the north side, from 6th Street extending 30 feet west; Second Reading (*Roll Call Vote*)

5. OTHER REPORTS

- H. City Administrator's Report
- I. Mayor's Report
 - 1. Arbor Day Proclamation (*No Action*)
 - 2. Re-appoint Reid Mosher to Veteran's Memorial Auditorium Commission for a term to expire 04/19/2027 (*Roll Call Vote*)
 - 3. Appoint Russ Chamberlain to Veteran's Memorial Auditorium Commission for a term to expire 4/19/2027 (*Roll Call Vote*)
- J. Shelby County Chamber of Commerce & Industry Update
- K. Harlan Municipal Utilities Update
- L. Public Comments

6. ADJOURN

CITY OF HARLAN – HARLAN, IOWA – APRIL 2, 2024

The public was offered to participate by Zoom audio internet connection or by phone.

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in Special Session, in the Council Chambers at 5:00 o'clock P.M. the 2nd day of April 2024. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Kyle Lindberg, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Jennifer Kelly, Richard Petersen.

ABSENT: None

The City Clerk presented the agenda. It was moved by Petersen and seconded by Lindberg to approve the agenda. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The Mayor asked the Council members to state any conflicts of interest, as applicable.

The Mayor announced that this is the time and place for the public hearing regarding the consideration of the FY24/25 Consolidated General Fund Tax Levy. It was moved by Kroger and seconded by Petersen to open the public hearing. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried. The Public Hearing was opened at 5:02 p.m.

No oral or written objections were stated or filed.

It was moved by Rudolph and seconded by Lindberg to close the hearing at 5:12 p.m. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

No action was taken.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Jay Christensen, Mayor

“These minutes are as recorded by the Clerk and are subject to Council approval at the next regular meeting.”

The public was offered to participate by Zoom audio internet connection or by phone.

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in regular session, in the Council Chambers at 5:15 o'clock P.M. the 2nd day of April 2024. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Kyle Lindberg, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Jennifer Kelly, Richard Petersen.

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Kroger and seconded by Petersen to approve the agenda. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The Mayor asked the Council members to state any conflicts of interest, as applicable.

All items listed under the Consent Agenda will be enacted by one motion with a roll call vote. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion. Consent Agenda items may include any non-controversial subjects.

- A. Minutes of the 03/19/24 Council meeting
- B. Claims List No. 1311 in the amount of \$478,048.31
- C. Renewal Application for Hy-Vee, Inc. DBA Hy-Vee Wine & Spirits, Class E Retail Alcohol License
- D. Renewal Application for Gussied Up Cocktail Lounge, Class C Retail Alcohol License
- E. Renewal Application for BW Gas & Convenience Retail, LLC dba Yesway #1009, Class E Retail Alcohol License
- F. Renewal Application for Highbanks Promotions, LLC dba Shelby County Speedway, Class C Retail Alcohol License, 8-month term – Pending Dramshop Review

It was moved by Rudolph and seconded by Lindberg that the items on the Consent Agenda be approved and adopted. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Consent Agenda items were approved and adopted.

It was moved by Kroger and seconded by Schaben to Set a Public Hearing Date of April 16, 2024, 5:15 PM for the Proposed FY24/25 Annual Budget. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution 2561 - Resolution of Local Support for the Community Garden Program. Council Member Petersen seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Petersen and seconded by Rudolph to approve the EMS Membership Update in Fire Department Constitution. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Schaben to approve the purchase of ABIFORCE Zero Turn Work Machine for Parks. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to receive and file the Streets, Alleys, and Sidewalks Committee minutes from 03/25/2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Mayor Christensen introduced Ordinance No. 2024-01 An ordinance amending Chapter 69.08 of the Code of Ordinances for the City of Harlan, pertaining to No Parking Zones. The changes include: a) 11th Street on the west side, from Tarkington Street to Main Street and on the east side, from Main Street to Broadway Street; b) Victoria Street on both sides, from 3rd Street to Exchange Street; c) Pine Street on the north side, from 6th Street extending 30 feet west. It was moved by Kroger and seconded by Lindberg that Ordinance No. 2024-01 now be read for the first time. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the first reading of Ordinance No. 2024-01 was passed.

It was moved by Kroger and seconded by Petersen to approve the Street Closing permit for Relay For Life of Shelby County date change to June 1st, 2024 from 5-10 P.M from June 10th, 2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Rudolph and seconded by Lindberg to re-appoint Scott McLaughlin to the Airport Commission for a 6-year term to expire on 04/01/2030. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Updates were presented by the Shelby County Chamber of Commerce & Industry and Harlan Municipal Utilities.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Jay Christensen, Mayor

“These minutes are as recorded by the Clerk and are subject to Council approval at the next regular meeting.”

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
AGRILAND FS							
30505856	DIESELEX GOLD, SUREFLO IV, #2 ULTRA LS DYED, #1 ULTRA L	001-5-430-6331	698.93	.00			
32024	FUEL/MAR - PARKS	001-5-430-6331	209.89	.00			
32024	FUEL/MAR - FIRE	001-5-150-6331	703.91	.00			
32024	FUEL/MAR - WWTP	610-5-815-6331	549.33	.00			
32024	FUEL/MAR - STREETS	110-5-214-6331	1,176.28	.00			
32024	FUEL/MAR - CODE ENFORCEMENT	001-5-110-6331	169.37	.00			
Total AGRILAND FS:			3,507.71	.00			
AHLERS & COONEY P.C.							
862962	LABOR RELATIONS/GENERAL/LEGAL	001-5-640-6411	810.00	.00			
Total AHLERS & COONEY P.C.:			810.00	.00			
ALPHA & OMEGA							
10758	AUGER CITY MAIN SEWER ELM & WALNUT	610-5-818-6310	609.09	.00			
Total ALPHA & OMEGA:			609.09	.00			
AMAZON CAPITAL SERVICES							
116D-KF9W-3	BOOK - LIBRARY	001-5-410-6505	134.84	.00			
116D-KF9W-3	AUDIO MATERIALS - LIBRARY	001-5-410-6507	211.28	.00			
116D-KF9W-3	LIBRARY PROGRAMS	001-5-410-6490	219.46	.00			
116D-KF9W-3	TECHNOLOGY SUPPLIES - LIBRARY	001-5-410-6419	17.99	.00			
116D-KF9W-3	OFFICE SUPPLIES - LIBRARY	001-5-410-6501	118.70	.00			
116D-KF9W-3	SHIPPING & HANDLING - LIBRARY	001-5-410-6508	23.46	.00			
Total AMAZON CAPITAL SERVICES:			725.73	.00			
ANDERSEN AUTOMOTIVE REPAIR							
1694	IPR VALVE, SENSOR REPAIR - UNIT 29 - FIRE	001-5-150-6332	984.29	.00			
Total ANDERSEN AUTOMOTIVE REPAIR:			984.29	.00			
BAKER & TAYLOR							
2038182134	DIGITAL BOOKS - LIBRARY	170-5-410-6502	244.39	.00			
2038182134	BOOKS - LIBRARY	001-5-410-6505	127.56	.00			
Total BAKER & TAYLOR:			371.95	.00			
BLACKSTONE PUBLISHING							
2148127	AUDIO BOOKS - LIBRARY	001-5-410-6507	146.98	.00			
Total BLACKSTONE PUBLISHING:			146.98	.00			
BOMGAARS							
22232321	SHOP TOWELS - SANIT.	610-5-815-6310	35.97	.00			
22234423	4X8' CREOSOTE POST	610-5-815-6310	22.99	.00			
22234532	CHAINSAW - STREET	110-5-214-6504	159.99	.00			
22238712	FASTENERS - WWTP	610-5-815-6310	7.56	.00			
22238984	LOADED BALL MOUNT - PARKS	001-5-430-6310	31.44	.00			
22239666	BULK BOLTS - STREETS	110-5-214-6310	29.42	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
22241830	DRILL BIT SET - STREETS	110-5-214-6504	34.99	.00			
Total BOMGAARS:			322.36	.00			
BRUCE'S JANITORIAL SERVICE							
47054	CLEANED WINDOWS - LIBRARY	001-5-410-6310	30.00	.00			
47054	WINDOWS CLEANED - ACTIVITY CTR.	001-5-455-6310	95.00	.00			
Total BRUCE'S JANITORIAL SERVICE:			125.00	.00			
CENGAGE GALE GROUP							
84085535	BOOKS- LIBRARY	001-5-410-6505	41.23	.00			
84110122	BOOKS- LIBRARY	001-5-410-6505	59.23	.00			
Total CENGAGE GALE GROUP:			100.46	.00			
CENTER POINT LARGE PRINT							
2084585	BOOKS - LIBRARY	001-5-410-6505	143.82	.00			
Total CENTER POINT LARGE PRINT:			143.82	.00			
CENTRAL IOWA DISTRIBUTING INC.							
01007759	SUPPLIES - LIBRARY	001-5-410-6310	286.00	.00			
Total CENTRAL IOWA DISTRIBUTING INC.:			286.00	.00			
CORNHUSKER INTERNATIONAL TRUCK							
2660173	DELIVERY FEE - FIRE	001-5-150-6332	5.00	.00			
2660303	MANIFOLD/CONNECTOR - FIRE	001-5-150-6332	68.35	.00			
2660424	TENSIONR - FIRE	001-5-150-6332	307.15	.00			
Total CORNHUSKER INTERNATIONAL TRUCK:			380.50	.00			
COUNCIL BLUFFS WIN SUPPLY CO							
566979 01	HOLEPLUG 50# 3/8 BENTONITE - WWTP	610-5-818-6310	1,205.40	.00			
Total COUNCIL BLUFFS WIN SUPPLY CO:			1,205.40	.00			
CULLIGAN WATER COND ATLANTIC							
18523	BOTTLED WATER - ACCT #18523 - WWTP	610-5-815-6310	11.20	.00			
Total CULLIGAN WATER COND ATLANTIC:			11.20	.00			
DES MOINES STAMP							
1232756	NOTARY STAMP/CITY HALL - S. BRAMMANN	001-5-620-6496	34.00	.00			
Total DES MOINES STAMP:			34.00	.00			
EMPLOYEE BENEFIT SYSTEMS							
42024	UNREIMBURSED EXPENSES	004-5-930-6185	368.31	368.31	04/11/2024		42
42024-1	UNREIMBURSED EXPENSES	004-5-930-6185	175.00	175.00	04/11/2024		42
42024-2	UNREIMBURSED EXPENSES	004-5-930-6185	108.00	108.00	04/11/2024		42
42024-3	UNREIMBURSED EXPENSE - 1471	004-5-930-6185	388.46	388.46	04/11/2024		42

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total EMPLOYEE BENEFIT SYSTEMS:			1,039.77	1,039.77			
EXPRESS LUBE & TIRE LLC							
98302	BRAKE ROTORS/DISC BRAKE PAD SET - FIRE	001-5-150-6332	1,015.10	.00			
Total EXPRESS LUBE & TIRE LLC:			1,015.10	.00			
Eyman Plumbing Inc.							
107070112	SERVICE BOILER - WWTP	610-5-815-6350	1,642.68	.00			
Total Eyman Plumbing Inc.:			1,642.68	.00			
FAREWAY STORES							
00172936	STORYTIME SUPPLIES - LIBRARY	001-5-410-6490	14.97	.00			
Total FAREWAY STORES:			14.97	.00			
FARM SERVICE CO-OP.							
GAS565	FUEL- FIRE	001-5-150-6331	31.68	.00			
GAS565	FUEL- STREETS	110-5-214-6331	32.59	.00			
Total FARM SERVICE CO-OP.:			64.27	.00			
FARMERS MUTUAL TELEPHONE							
42024	PHONE, CABLE, INTERNET BUNDLE/APR- AIRPORT	001-5-280-6374	297.94	297.94	04/11/2024		
Total FARMERS MUTUAL TELEPHONE:			297.94	297.94			
FELD FIRE							
0437059-IN	ANNUAL COMP SERV/PURIFICATION FILTER/AMKUS SERV - FI	001-5-150-6546	1,555.94	.00			
Total FELD FIRE:			1,555.94	.00			
H.M.U.							
32024-1	PHONE & INTERNET/MAR - CITY HALL	001-5-620-6373	197.88	197.88	04/11/2024		
32024-1	CABLE/APR - CITY HALL	001-5-650-6374	127.94	127.94	04/11/2024		
32024-1	PHONE SERVICE/APR - FIRE	001-5-150-6373	129.98	129.98	04/11/2024		
32024-1	PHONE SERVICE/APR - CODE ENFORCEMENT	001-5-110-6373	25.50	25.50	04/11/2024		
32024-1	PHONE SERVICE/APR - DOG POUND/CITY FAC.	001-5-650-6373	104.99	104.99	04/11/2024		
32024-1	PHONE SERVICE/APR - PARKS/JJ JENSEN	001-5-430-6373	16.50	16.50	04/11/2024		
32024-1	PHONE SERVICE/APR - POOL	001-5-460-6373	54.53	54.53	04/11/2024		
32024-1	PHONE SERVICE/APR - STREET	110-5-214-6373	79.49	79.49	04/11/2024		
32024-1	PHONE & INTERNET SERVICE/APR - ACTIVITY CTR	001-5-455-6373	160.98	160.98	04/11/2024		
32024-1	PHONE SERVICE/APR - VET'S	001-5-470-6373	109.98	109.98	04/11/2024		
32024-1	PHONE & INTERNET SERVICE/APR - WWTP	610-5-815-6373	94.47	94.47	04/11/2024		
32024-1	PHONE & INTERNET SERVICE/APR - LIBRARY	001-5-410-6373	209.91	209.91	04/11/2024		
Total H.M.U.:			1,312.15	1,312.15			
HARLAN NEWSPAPERS							
100934	BUSINESS CARDS/A. SCHLEIS CITY CLERK	001-5-620-6506	41.95	.00			
100935	CLASSIFIED AD - SEASONAL HELP WANTED - PARKS/POOL	001-5-460-6310	238.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
98685	LEGAL - BOARD MEETING	001-5-699-6402	216.68	.00			
98900	LEGAL NOTICE/PROPERTY TAX LEVY	001-5-699-6402	172.51	.00			
99517	LEGAL - BOARD MEETING	001-5-699-6402	220.44	.00			
L-5269	SUBSCRIPTION - CITY CLERK	001-5-620-6220	79.00	.00			
Total HARLAN NEWSPAPERS:			968.58	.00			
HENNINGSEN CONST. INC.							
104185	COLD PATCH - STREET	110-5-210-6462	677.25	.00			
Total HENNINGSEN CONST. INC.:			677.25	.00			
HY-VEE ACCOUNTS RECEIVABLE							
263399	TRUST EXPENSES - LIB	170-5-410-6502	100.36	.00			
677322	PROGRAM SUPPLIES - LIBRARY	001-5-410-6490	26.97	.00			
955961	PROGRAM SUPPLIES - LIBRARY	001-5-410-6490	26.39	.00			
Total HY-VEE ACCOUNTS RECEIVABLE:			153.72	.00			
IOWA STATE UNIVERSITY							
42024	MPI CLASSES - J. MALONE	001-5-620-6230	530.00	530.00	04/11/2024		4
Total IOWA STATE UNIVERSITY:			530.00	530.00			
KCH ASBESTOS LLC							
000127	BULK SAMPLES - FIRE	001-5-150-6428	250.00	.00			
Total KCH ASBESTOS LLC:			250.00	.00			
KELTEK INCORPORATED							
10340	HAVIS CHARGE GUARD SELECT - FIRE	001-5-150-6332	69.55	.00			
Total KELTEK INCORPORATED:			69.55	.00			
KROGER & SONS HAULING LLC							
6754	GARBAGE HAULING/MAR- ACT CTR	001-5-455-6310	87.50	.00			
6766	GARBAGE HAULING/MAR - FIRE	001-5-150-6310	50.00	.00			
6776	GARBAGE HAULING/MAR - CITY HALL	001-5-650-6310	40.00	.00			
6780	GARBAGE HAULING - LIBRARY	001-5-410-6310	40.00	.00			
6800	GARBAGE HAULING/MAR - PARKS	001-5-430-6310	48.00	.00			
6812	GARBAGE HAULING/MAR - VETS	001-5-470-6310	60.00	.00			
Total KROGER & SONS HAULING LLC:			325.50	.00			
MICROBAC LABORATORIES INC							
NT2402788	WASTEWATER TESTING/MAR - MONOGRAM	610-5-815-6458	873.75	.00			
NT2402789	WASTEWATER TESTING/MAR - WWTP	610-5-815-6458	2,524.50	.00			
Total MICROBAC LABORATORIES INC:			3,398.25	.00			
MIDWEST TAPE							
505271582	DIGITAL MATERIALS - LIBRARY	001-5-410-6502	616.65	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total MIDWEST TAPE:			616.65	.00			
NAPA - HARLAN PARTS INC.							
755107	AIRFIL - FIRE	001-5-150-6332	20.99	.00			
755407	QWIKFIT COMP FTG/BRAKE CLNR - FIRE	001-5-150-6332	13.65	.00			
755467	OIL FILTER/FUEL FILTER - SWEEPER	110-5-270-6332	90.49	.00			
755704	DEXTER AXLE SEAL - STREET	110-5-214-6332	71.80	.00			
755718	WIRES/SLIDE TERMINAL/HEAT SHRINK/ROCKER SWITCH - PAR	001-5-430-6332	101.39	.00			
755729	BRAKE PARTS/CLEANER - FIRE	001-5-150-6332	34.33	.00			
755731	RIVETS - PARKS	001-5-430-6332	6.88	.00			
756102	AUTO RESIN/FG MAT - PARKS	001-5-430-6310	91.98	.00			
756473	AIR-LINE REPAIR - WWTP	610-5-818-6332	31.49	.00			
756477	SWITCH - STREET	110-5-214-6332	16.49	.00			
756511	FUEL LINE/FUEL FIL/PYBAR - STREETS	110-5-214-6332	31.56	.00			
756588	QWIKFIT COMP FTG - WWTP	610-5-818-6332	25.99	.00			
756644	CORE DEPOSIT - PARKS	001-5-430-6310	59.95	.00			
Total NAPA - HARLAN PARTS INC.:			596.99	.00			
NATIONWIDE RETIREMENT SOLUTIONS							
42024	HEALTH CARE INSURANCE PREM. PLAN#0058024001 - JANE S	001-5-620-6010	7,524.77	7,524.77	04/11/2024		4
Total NATIONWIDE RETIREMENT SOLUTIONS:			7,524.77	7,524.77			
NELSON FARM SUPPLY INC							
243154	SPARK PLUG - PARKS	001-5-430-6310	7.99	.00			
244215	BAR OIL FOR WOOD CUTTER - STREETS	110-5-214-6315	75.80	.00			
Total NELSON FARM SUPPLY INC:			83.79	.00			
O'REILLY AUTOMOTIVE INC.							
0388-421797	SPLICE/ROCR SWITCH/MULTIMETER - PARKS	001-5-430-6332	82.97	.00			
0388-422425	FIBERGLASS MAT - PARKS	001-5-430-6310	24.62	.00			
0388-422610	RESIN 32 OZ - PARKS	001-5-430-6310	24.09	.00			
Total O'REILLY AUTOMOTIVE INC.:			131.68	.00			
PIGSLEY, SCOTT							
42024	FBO CONTRACT - APRIL 2024 PYMT #1 - AIRPORT	001-5-280-6420	2,412.50	2,412.50	04/11/2024		4
Total PIGSLEY, SCOTT:			2,412.50	2,412.50			
PROFESSIONAL COMPUTER SOLUTIONS LLC							
9859	CYLANCE ANTI-VIRUS SOFTWARE & MANAGED WORKPLACE -	001-5-410-6419	126.68	.00			
Total PROFESSIONAL COMPUTER SOLUTIONS LLC:			126.68	.00			
PROLAWN ENVIRONMENTAL							
8960	ASH TREE REMOVAL - COURT STREET	110-5-214-6315	1,600.00	.00			
Total PROLAWN ENVIRONMENTAL:			1,600.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
R & S WASTE SYSTEMS INC							
1698517	TRASH REMOVAL - AIRPORT	001-5-280-6374	58.24	.00			
Total R & S WASTE SYSTEMS INC:			58.24	.00			
REGIONAL WATER							
42024	WATER SERVICE/MAR - AIRPORT	001-5-280-6374	68.69	.00			
Total REGIONAL WATER:			68.69	.00			
SECOND GENERATION ENGRAVING							
32024	NAME PLATE FOR COUNCIL	001-5-620-6506	34.00	.00			
Total SECOND GENERATION ENGRAVING:			34.00	.00			
SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY							
42024	HOTEL/MOTEL TAX PAYMENT SEPT 2023	001-5-520-6497	10,503.82	10,503.82	04/11/2024		4/
42024	HOTEL/MOTEL TAX PAYMENT DEC 2023	001-5-520-6497	6,006.18	6,006.18	04/11/2024		4/
Total SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY:			16,510.00	16,510.00			
SHELBY COUNTY AMBULANCE SERV							
52024	AMBULANCE CONTRIBUTION - MAY	001-5-160-6413	8,410.50	.00			
Total SHELBY COUNTY AMBULANCE SERV:			8,410.50	.00			
SHELBY COUNTY RECORDER							
24024-0512	RECORDING FEES	001-5-515-6411	42.00	.00			
Total SHELBY COUNTY RECORDER:			42.00	.00			
SHELBY COUNTY SOLID WASTE							
394790	GARBAGE - PARKS	001-5-430-6310	14.85	.00			
Total SHELBY COUNTY SOLID WASTE:			14.85	.00			
STUDER HARLAN DO IT BEST HDWR							
A429913	KING UTILITY LIGHTER - POOL	001-5-460-6310	2.79	.00			
A430361	STRAPS - PARKS	001-5-430-6310	11.37	.00			
A430706	WHITE MARKING PAINT - STREETS	110-5-214-6310	11.79	.00			
B474653	9" CRIMPING PLIER - PARKS	001-5-430-6310	32.99	.00			
B474688	CLIP MAGNETS - WWTP	610-5-815-6310	59.92	.00			
B475242	CABLE TIES - STREETS	110-5-214-6310	5.29	.00			
Total STUDER HARLAN DO IT BEST HDWR:			124.15	.00			
THE OFFICE STOP							
318766	OFFICE SUPPLIES - CITY HALL	001-5-699-6506	55.25	.00			
Total THE OFFICE STOP:			55.25	.00			
UNITYPOINT CLINIC							
218502	CITY SCREENING - GENERAL	001-5-699-6186	65.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
218502	CITY SCREENING - FIRE	001-5-150-6185	42.00	.00			
Total UNITYPOINT CLINIC:			107.00	.00			
VEENSTRA & KIMM INC							
10987-2	ENG FEES - WWTP EXPANSION	395-5-815-6407	820.70	.00			
Total VEENSTRA & KIMM INC:			820.70	.00			
VERIZON WIRELESS							
9959955758	WIRELESS HOTSPOTS/MARCH - LIBRARY	001-5-410-6419	84.49	.00			
Total VERIZON WIRELESS:			84.49	.00			
VISUAL EDGE IT							
24AR1655561	COPIER CONTRACT MAINT. - CITY CLERK	001-5-699-6506	54.34	.00			
24AR1655561	COPIER CONTRACT MAINT. - FIRE	001-5-150-6507	124.87	.00			
Total VISUAL EDGE IT:			179.21	.00			
WELLS FARGO FINANCIAL LEASING INC							
5029276903	COPIER OVERAGE - LIBRARY	001-5-410-6419	756.27	.00			
Total WELLS FARGO FINANCIAL LEASING INC:			756.27	.00			
Grand Totals:			63,438.57	29,627.13			

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

RESOLUTION NO. 2562

**RESOLUTION ADOPTING THE CITY OF HARLAN ANNUAL BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2025**

WHEREAS, The Code of Iowa, Chapter 384, Section 16, requires that all cities prepare and adopt an annual budget of expenditures and receipts for at least the next fiscal year; and

WHEREAS The Clerk shall certify the necessary tax levy for the next fiscal year to the County Auditor; and

WHEREAS the Notice of Public Hearing Budget Estimate was published on April 5, 2024; and

WHEREAS the Harlan City Council did hold a public hearing concerning the budget for the 2024-2025 fiscal year on April 16, 2024.

WHEREAS, the Harlan City Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed budget and any modifications proposed at the hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Harlan, Iowa that they do hereby approve the budget for the 2024-2025 fiscal year as attached in the budget forms.

BE IT FURTHER RESOLVED, by the City Council of Harlan, Iowa that the Mayor and the City Clerk are hereby authorized and directed to execute this resolution.

BE IT FURTHER RESOLVED, by the City Council of Harlan, Iowa that the City Clerk is directed to submit these forms to the Shelby County Auditor on or before April 30, 2024.

PASSED AND APPROVED this 16th day of April 2024.

Jay Christensen, Mayor

ATTEST: Ashley Schleis, City Clerk

RESOLUTION NO. 2563

RESOLUTION TO AUTHORIZE THE SIGNING OF WARRANTS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HARLAN, IOWA:

That the following are designated and authorized to issue and sign City of Harlan warrants:

City Hall Staff:

- Ashley Schleis, City Clerk/Finance Officer
- In Ashley's absence, Susan Brammann, Administrative Assistant

Mayor, Jay Christensen

Council members:

- Sharon Kroger
- Kyle Lindberg

PASSED AND APPROVED this 16th day of April 2024.

Jay Christensen, Mayor

Attest: Ashley Schleis, City Clerk

Personnel & Finance Committee of the City of Harlan, Iowa April 11, 2024

The public was invited to participate in the public meeting via Internet Connection:

Meeting available electronically via ZOOM <https://us02web.zoom.us/j/87381931248>

Meeting available by telephone at 1-312 626 6799; Meeting ID: 873-8193-1248

The Personnel & Finance Committee met on Thursday, April 11, 2024, at 5:00 p.m. in the City Council Chambers, 711 Durant Street, Harlan, Iowa.

*De-notes participating electronically via Zoom meeting

Present: Jeanna Rudolph*, Jenney Kelly, Kyle Lindberg

Absent: None

Also Present: Mayor Jay Christensen, City Administrator Gene Gettys, City Clerk/Finance Director Ashley Schleis, Sharon Kroger, and Troy Schaben

Lindberg called the meeting to order.

It was moved by Rudolph and seconded by Kelly to approve the agenda. The motion carried unanimously.

No conflicts of interest were stated.

It was moved by Rudolph and seconded by Kelly to approve the minutes from the December 1, 2023, meeting. The motion carried unanimously.

Discussion was held on the employee handbook updates and proposed changes. Staff will perform additional review of non-exempt comp time policy prior to final recommendation.

It was moved by Kelly and seconded by Rudolph to require criminal background checks for all positions and this update will be included in a recommendation to Council with employee handbook updates. The motion carried unanimously.

The committee reviewed the HMU sewer re-audit letter from the Deputy State of Auditor and options were discussed on moving forward. This item will be included on the upcoming City Council agenda for formal action.

The MOU with Shelby County Plant Iowa for planting trees was reviewed. It was moved by Rudolph and seconded by Kelly to recommend to Council to approve the MOU with Shelby County Plant Iowa. The motion carried unanimously.

There being no further discussion, the Committee adjourned.

Ashley Schleis
City Clerk

"These minutes are as recorded by the Clerk and are subject to Council approval at the next regular meeting."

ORDINANCE NO. 2024-01

AN ORDINANCE AMENDING CHAPTER 69.08 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, PERTAINING TO NO PARKING ON THE WEST SIDE OF 11TH STREET FROM TARKINGTON STREET TO MAIN STREET AND ON THE EAST SIDE OF 11TH STREET FROM MAIN STREET TO BROADWAY SREET; VICTORIA STREET ON BOTH SIDES, FROM 3RD STREET TO EXCHANGE STREET; AND PINE STREET ON THE NORTH SIDE, FROM 6TH STREET EXTENDING 30 FEET WEST.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF HARLAN, IOWA:

SECTION 1. CHAPTER MODIFIED. Chapter 69.08 of the Code of Ordinances of the City of Harlan, Iowa, is hereby amended to include an additional no parking zone as follows:

69.08 NO PARKING ZONE.

137. 11th Street on the west side, from Tarkington Street to Main Street and on the east side, from Main Street to Broadway Street.

179. Victoria Street on both sides, from 3rd Street to Exchange Street.

180. Pine Street on the north side, from 6th Street extending 30 feet west.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this 16th day of April, 2024.

Jay Christensen, Mayor

Attest: Ashley Schleis, City Clerk



Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Jay Christensen, Mayor of the City of Harlan, do hereby proclaim April 26, 2024, as



Arbor Day

In the City of Harlan, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this, 16th day of April 2024 by

Mayor _____.