

CITY OF HARLAN – HARLAN, IOWA – JANUARY 4, 2022

“Due to the COVID-19 crisis and social distancing recommendations, 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 4th day of January 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Greg Bladt, Jeanna Rudolph
PRESENT ELECTRONICALLY: Sharon Kroger, Richard Petersen
ABSENT: Jay Christensen

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

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

It was moved by Bladt and seconded by Schaben that the following items contained in the Consent Agenda be approved and adopted:
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 12/21/2021 Council meeting
- B. Claims List No. 1257 in the amount of \$57,704.35
- C. Council Committees and Liaisons for 2022/2023
- D. Fire Department Officers and Members 2022
- E. Renewal Application for The Purple Door, 622 Market St, Class C Liquor License (LC Commercial) Sunday Sales.

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph.
NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

It was moved by Rudolph and seconded by Schaben to Approve Resolution No. 2477 – Shelby County Urban Renewal Joint Agreement to Allow TIF/Urban Renewal Projects to Occur Within Two Miles of Harlan City Limits. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Rudolph and seconded by Schaben to appoint Sharon Kroger as Mayor Pro-Tem through December 2023. Roll Call Vote: AYES: Schaben, Bladt, Petersen, Rudolph. ABSTAIN: Kroger due to conflict of interest. NAYS: None. Motion Carried.

It was moved by Bladt and seconded by Schaben to approve the re-appointments of the following City officers for two-year terms to expire 12/31/2023: a.) City Treasurer, Wava Bails b.) City Attorney, Todd Argotsinger c.) City Health Officer, Terri Daringer d.) Police Chief, Derrick Yamada. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Bladt to appoint Connie Claussen to fill a vacancy on the Library Board to expire 7/01/2023. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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“Due to the COVID-19 crisis and social distancing recommendations, 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 18th day of January 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Jay Christensen, Jeanna Rudolph.

ABSENT: None

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

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

It was moved by Kroger and seconded by Rudolph that the following items contained in the Consent Agenda be approved and adopted: 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 01/04/2022 Council meeting
- B. Claims List No. 1258 in the amount of \$159,366.62
- C. Expenditure & Revenue reports for the month of December 2021.
- D. Police statistical report for the month of December 2021.
- E. Renewal Application for Cyclone Lanes, Class C Liquor License
- F. Renewal Application for The Buck Snort, Class C Liquor License
- G. Salaries paid in 2021 and instruct Clerk to publish same.

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

Mayor Kolbe introduced Ordinance No. 2022-01 - An ordinance amending Chapter 135 of the Code of Ordinances for the City of Harlan, Iowa pertaining to the Dumping of Snow. First Reading. It was moved by Kroger and seconded by Petersen that Ordinance No. 2022-01 now be read for the first time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

Mayor Kolbe introduced Ordinance 2022-02 - An ordinance amending Chapter 55.12 of the Code of Ordinances for the City of Harlan, Iowa pertaining to the Impounding and Disposition of Animals. First Reading. It was moved by Rudolph and seconded by Bladt that Ordinance No. 2022-02 now be read for the first time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

Mayor Kolbe introduced Ordinance 2022-03 - An ordinance amending Chapter 55.03 of the Code of Ordinances for the City of Harlan, Iowa pertaining to Abandonment of Animals. First Reading. It was moved by Petersen and seconded by Christensen that Ordinance 2022-03 now be read for the first time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

It was moved by Bladt and seconded by Petersen to approve the final contractor payment of \$2,000 to JEO for the 7th Street Bridge project. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Rudolph to enter into exempt session at 6:45 p.m. pursuant to Iowa Code 20.17(3) to (“3. Negotiating sessions, strategy meetings of public employers, mediation, and the deliberative process of arbitrators shall be exempt from the provisions of chapter 21.”) Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Schaben to re-enter into open session at 6:58 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

No action was taken.

It was moved by Kroger and seconded by Bladt to enter into closed session at 6:58 p.m. pursuant to Iowa Code 21.5(1)(i) to evaluate the performance of the City Administrator in closed session as requested by that individual. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

City Clerk/Finance Director Smith left the meeting at 6:58.

It was moved by Petersen and seconded by Kroger to re-enter into open session at 7:32 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion Carried.

No action was taken.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – JANUARY 26, 2022

The City Council met on Wednesday, January 26, 2022 at 7:00 A.M. in the City Council Chambers, 711 Durant Street, Harlan, Iowa, for a budget work session and for the purpose of discussing the FY22/23 budget.

Present: Mike Kolbe, Troy Schaben, Sharon Kroger, Greg Bladt, Jay Christensen, Jeanna Rudolph

Present Electronically: Richard Petersen

Absent: None

Also Present: City Administrator Gene Gettys and City Clerk/Finance Director Jane Smith

Mayor Kolbe called the work session to order.

Discussion Items Included:

- Property Valuations
- Revenue and Expense Analysis
- Review of Budget Estimates
- Status of General Fund
- Property Valuation and Total Levy Comparisons by Fiscal Year
- General Fund Expense Percentages by Department

Projections of Tax Levies, Tax Rate Impact and G.O. Debt Capacity were reviewed.

The proposed FY22/23 Budget Certification page was presented and reviewed.

There being no further discussion, the Work Session adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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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 1st day of February 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Jay Christensen, Jeanna Rudolph.

ABSENT: None

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

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

It was moved by Bladt and seconded by Petersen that the following items contained in the Consent Agenda be approved and adopted:

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 1/18/2022 Council meeting and 1/26/2022 Council Budget Work Session.

B. Claims List No. 1259 in the amount of \$82,791.70

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

Mayor Kolbe introduced Ordinance No. 2022-01 - An ordinance amending Chapter 135 of the Code of Ordinances for the City of Harlan, Iowa pertaining to the Dumping of Snow. It was moved by Schaben and seconded by Rudolph that Ordinance No. 2022-01 now be read for the second time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the second reading passed.

It was moved by Christensen and seconded by Rudolph that the third reading of Ordinance No. 2022-01 be dispensed and placed upon its final adoption. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the ordinance was duly adopted.

Mayor Kolbe introduced Ordinance No. 2022-02 - An ordinance amending Chapter 55.12 of the Code of Ordinances for the City of Harlan, Iowa pertaining to the Impounding and Disposition of Animals. It was moved by Petersen and seconded by Kroger that Ordinance No. 2022-02 now be read for the second time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the second reading passed.

It was moved by Petersen and seconded by Schaben that the third reading of Ordinance No. 2022-02 be dispensed and placed upon its final adoption. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the ordinance was duly adopted.

Mayor Kolbe introduced Ordinance No 2022-03 - An ordinance amending Chapter 55.03 of the Code of Ordinances for the City of Harlan, Iowa pertaining to Abandonment of Animals. It was moved by Rudolph and seconded by Christensen that Ordinance 2022-03 now be read for the second time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the second reading passed.

It was moved by Kroger and seconded by Petersen that the third reading of Ordinance No. 2022-03 be dispensed and placed upon its final adoption. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the ordinance was duly adopted.

Council Member Kroger introduced Resolution No. 2478, a Resolution setting the time and place of February 15, 2022, at 5:15 p.m. in the City Council Chambers for a public hearing for the purpose of considering the maximum tax dollars from certain levies for the City's proposed Fiscal Year 2022-2023 budget. Council Member Bladt seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the resolution was adopted.

It was moved by Rudolph and seconded by Petersen to approve the permit submitted by Suzie Mages for a street closing for a Relay for Life event on 6/3/2022 from 4 p.m. to 10 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

The Council reviewed the Professional Services Agreement with Snyder & Associates for a 2022 City Hall Parking Lot Improvement Project. It was moved by Petersen and seconded by Rudolph to approve the Professional Services Agreement, not to exceed \$16,850. Roll call vote. AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Rudolph to enter into closed session at 5:43 p.m. pursuant to Iowa Code 21.5(1)(i) to evaluate the performance of the City Clerk/Finance Director in closed session as requested by that individual. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

City Administrator Gene Gettys left the meeting at 5:43 p.m.

It was moved by Rudolph and seconded by Petersen to end closed session at 5:55 p.m. and resume open session. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

No action was taken.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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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 15th day of February 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Jay Christensen, Jeanna Rudolph.

ABSENT: Richard Petersen

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

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

It was moved by Rudolph and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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 02-01-2022 Council meeting
- B. Claims List No. 1260 in the amount of \$ 80,018.76
- C. Expenditure & Revenue reports for the month of January 2022.
- D. Police statistical report for the month of January 2022.
- E. Renewal Application Veterans Memorial Auditorium, Class C Liquor License
- F. Renewal Application The Knights of Columbus of Harlan Class B Liquor License – 6 months.
- G. Renewal Application for Dollar General, Class C Beer Permit, Class B Wine Permit

Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced this is the time and place for the public hearing regarding the Proposed FY22/23 City Maximum Property Tax Dollars for the affected Levy Total. The Public Hearing was opened at 5:18 p.m.

No oral or written objections were stated or filed.

It was moved by Kroger and seconded by Schaben to close the hearing. Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried.

Council Member Rudolph introduced Resolution No. 2479 approving the maximum property tax dollars from certain levies for the city's proposed fiscal year 2022-2023 budget and Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried and the Resolution was adopted.

Mayor Kolbe introduced Ordinance No. 2022-04 - An Ordinance amending Chapter 69.08 Subsection 28 of the Code of Ordinances for the City of Harlan, pertaining to Parking Zone: Cyclone Avenue, no parking on both sides, from the east corporate city limits to Highway 59. First Reading. It was moved by Schaben and seconded by Bladt that Ordinance No. 2022-04 now be read for the first time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried and the first reading passed.

It was moved by Kroger and seconded by Christensen to approve the street/alley closing permit for 715 Market Street, by Jeff Chamberlain for building repairs due to a vehicle accident and will restrict traffic to one lane. Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried.

Discussion was held on bids received for the 2022 Street Maintenance projects for Mill/Patch/Overlay and Crack Fill. The bids received are as follows:

Mill/Patch/Overlay:

- Henningsen Construction \$395,676.66
- Grimes Asphalt & Paving \$332,707.50
- Western Engineering \$321,980.75

Crack Fill:

- Sta-Bilt \$ 27,852.64
-

It was moved by Bladt and seconded by Rudolph to approve the low bid of Western Engineering for Mill/Patch/Overlay and Sta-Bilt for the Crack Fill. Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Schaben to accept the resignation of Mayor Kolbe effective March 31, 2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen, Rudolph. NAYS: None. Motion carried.

Discussion was held regarding the filling of the Mayor vacancy. A public notice of intent to fill the mayor vacancy by appointment will be published in the Harlan newspaper, as well as the City of Harlan website and Facebook page. Any Harlan resident that is an eligible elector, resides in Harlan city limits and is interested in filling this vacancy, may complete a form for consideration which will be available on the City website or in City Hall.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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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 1st day of March 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Jay Christensen, Jeanna Rudolph.

ABSENT: None

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

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

It was moved by Kroger and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted, with removal of a \$20,000 payment to Jerry Henscheid, which will be considered separately with Agenda Item 3, F.

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 2/15/2022 Council meeting
- B. Claims List No. 1261 in the amount of \$123,333.90
- C. Renewal Application The Knights of Columbus of Harlan Class C Liquor License – 5-day License
- D. Renewal Application Hy-Vee Inc, Class C Beer Permit, Class B Wine Permit
- E. Renewal Application Hy-Vee Inc, Class E Liquor License, Class C Beer Permit, Class B Wine Permit

Roll call vote: AYES: Schaben, Kroger, Petersen, Christensen, Rudolph, Bladt-aye for items A, B, and C, abstained from items D and E due to conflict of interest.

NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

Eric Johnson and Cory Gaston with Kirkham Michael joined via Zoom to review the Airport Taxilane Project. It was moved by Petersen and seconded by Rudolph to approve RESOLUTION NO 2480 – Adopting Final Plans, Specifications, Form of Contract and Estimate of Cost for the Harlan Airport Reconstruct T-Hangar Taxilane Project, FAA AIP #3-19-0042-016. Bids will be taken until noon on Friday, March 25, 2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

Mayor Kolbe introduced Ordinance No. 2022-04, an Ordinance amending Chapter 69.08 Subsection 28 of the Code of Ordinances for the City of Harlan, pertaining to a parking zone: Cyclone Avenue, no parking on both sides, from the east corporate city limits to Highway 59. It was moved by Kroger and seconded by Bladt that Ordinance No. 2022-04 now be read for the second time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the second reading passed.

Mayor Kolbe introduced Ordinance No. 2022-05, an Ordinance amending Section 3.01 of the Code of Ordinances for the City of Harlan, pertaining to City Ward Boundaries, stating “One precinct shall serve all wards”. It was moved by Petersen and seconded by Schaben that Ordinance No. 2022-05 now be read for the first time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the Ordinance passed the first reading.

It was moved by Rudolph and seconded by Petersen to dispense of the second reading of Ordinance No. 2022-05, and be placed upon the third and final reading, an Ordinance amending Section 3.01 of the Code of Ordinances for the City of Harlan, pertaining to City Ward Boundaries, stating one precinct shall serve all wards. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried and the Ordinance was duly adopted.

It was moved by Christensen and seconded by Schaben to approve a street closing permit from Bruce Burger to move a house. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

It was moved by Bladt and seconded by Rudolph to set the public hearing date of 3/15/2022 at 5:15 PM for the proposed FY22/23 Annual Budget. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to approve the next completion timeline and release the second payment of \$20,000 to Jerry Henscheid for the 601 Court Street Catalyst Grant Development Agreement. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Christensen, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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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 15th Day of March 2022. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Jay Christensen.

ABSENT: Jeanna Rudolph, Richard Petersen

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

The Mayor asked the Council members to state any conflicts of interest, as applicable. Kroger stated she would abstain from item 4.F., due to conflict of interest.

It was moved by Bladt and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 03/1/2022 Council meeting
- B. Claims List No. 1262 in the amount of \$97,698.42
- C. Expenditure & Revenue reports for the month of February 2022
- D. Police statistical report for the month of February 2022
- E. Renewal Application Yesway, Class E Liquor License, Class C Beer Permit & Class B Wine Permit
- F. Renewal Application Mi Casa, Class C Liquor License.
- G. Renewal Application Victoria Station, Class C Liquor License, Outdoor Service, Sunday Service

Roll call vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. The motion carried, and the Consent Agenda items were approved and adopted.

Mayor Kolbe announced this is the time and place for the public hearing regarding the proposed FY22/23 Annual Budget.

The Public Hearing was opened at 5:17 PM

No oral or written objections were filed.

It was moved by Schaben and seconded by Kroger to close the hearing. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

Council Member Bladt introduced Resolution No. 2481, A Resolution Adopting the Annual Budget for the Fiscal Year Ending June 30, 2023 and moved its adoption. Council Member Christensen seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried unanimously and the resolution was duly adopted.

Scott Pigsley, Airport Manager and Scott McLaughlin, Airport Commission member provided an update on the Airport and noted all hangars are occupied.

It was moved by Kroger and seconded by Bladt to receive and file the Parks & Recreation Board Minutes from 3/8/2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Schaben to approve the recommended pool staff pay scale for Summer 2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Bladt to approve the installation of a well by Weilage Well Drilling at JJ Jensen for irrigation purposes. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Christensen and seconded by Kroger to approve Resolution No. 2482 Approving Budgeted Transfers for FY21/22. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

Mayor Kolbe introduced Ordinance No. 2022-04, an Ordinance amending Chapter 69.08 Subsection 28 of the Code of Ordinances for the City of Harlan, pertaining to a parking zone: Cyclone Avenue, no parking on both sides, from the east corporate city limits to Highway 59. It was moved by Schaben and seconded by Bladt that Ordinance No. 2022-04 now be read for the third and final time. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried and the Ordinance was adopted and will be published.

It was moved by Kroger and seconded by Schaben to approve the application for a street closing for Roar into Harlan, the third Thursday of each month May through September. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

Bids for City Dumpster Garbage Service were reviewed. Two bids were received, one from Kroger & Son's Hauling, LLC and one from R&S Waste. It was moved by Schaben and seconded by Christensen to approve the bid from Kroger & Son's Hauling, LLC and award a contract for the City Dumpster Garbage Service for the time period of 7/1/2022 through 6/30/2025. Roll Call Vote: AYES: Schaben, Bladt, Christensen. ABSTAIN: Kroger due to conflict of interest. NAYS: None. Motion carried and the contract was awarded.

It was moved by Bladt and seconded by Kroger to approve the agreement with Public Surplus for disposal of City assets. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Bladt and seconded by Kroger to receive and file the Insurance Committee minutes from 3/11/2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Christensen to renew the Property/Casualty Insurance with EMC. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

It was moved by Christensen and seconded by Schaben to renew Workers Compensation insurance with EMC. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

The City Administrator presented his report. Mayor Kolbe was thanked for his dedication and years of service to the City of Harlan. An appreciation cake & coffee will be held Tuesday, March 29th from 3:30 to 5:00 in the City Council Chambers.

The Mayor presented his report and expressed his gratitude to the citizens of Harlan for the opportunity to serve on their City Council and as Mayor.

It was moved by Kroger and seconded by Schaben to appoint Larry Chapman to serve on the Airport Commission beginning April 1, 2022 for a 6-year term. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Christensen. NAYS: None. Motion carried.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Mike Kolbe, 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 5th day of April 2022. The meeting was called to order by Sharon Kroger, Mayor Pro Tem in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Richard Petersen, Jay Christensen, Jeanna Rudolph

PRESENT ELECTRONICALLY: Greg Bladt

ABSENT: None

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

The Mayor Pro Tem asked Council members to state any conflicts of interest, as applicable. Council member Christensen stated he will abstain from items 2 A & B.

It was moved by Schaben and seconded by Rudolph to accept the resignation of Jay Christensen, Council Member Ward 1, effective April 5, 2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to appoint Jay Christensen as Mayor, to fill the mayor vacancy through December 31, 2023. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

The Oath of Office was administered to Christensen by Jane Smith, City Clerk/Finance Director. Mayor Christensen presided over the remainder of the council meeting.

It was moved by Kroger and seconded by Schaben to fill the council seat vacancy in Ward 1 by appointment and to publish a notice of intent to appoint. Any Harlan resident that is an eligible elector, resides in Ward 1 of Harlan city limits and is interested in filling this vacancy, may complete a form for consideration which will be available on the city website or in City Hall. Forms should be returned to City Hall by Monday, May 9, 2022. The appointment will be made at the May 17, 2022, council meeting. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Petersen that the following items contained in the Consent Agenda be approved and adopted:

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 March 15, 2022, Council meeting
- B. Claims List No. 1263 in the amount of \$159,303.44
- C. Renewal Application Old West Side Lounge LTD, Class C Liquor License, Outside Service, Sunday Service
- D. Renewal Application Gussied Up Cocktail Lounge LLC, Class C Liquor License, Sunday Service

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried, and Consent Agenda items were approved and adopted.

Council Member Petersen introduced **Resolution No. 2483** – Resolution to Authorize Preparation of Plans, Specifications and Bid Documents and set Public Hearing for Tuesday, April 19, 2022, at 5:15 PM in the City Hall Council Chambers for the 2022 City Hall Parking Lot Improvement Project. Schaben seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

It was moved by Kroger and seconded by Rudolph to receive and file minutes from the 3/30/2022 Airport Commission meeting and review the two bids (base bid plus alternate bid) received for the 2022 Airport Taxilane Improvement Project.

Precision Concrete, Atlantic, IA	\$542,662.50	DBE – 2.45%
Bluffs Paving, Crescent, IA	\$551,901.63	DBE – 4.54%

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None.
Motion carried.

Council Member Schaben introduced **Resolution No. 2484** - Resolution Making Award of Contract to Bluffs Paving and Utility for \$551,901.63 with a DBE of 4.54%, for the 2022 Airport Taxilane Improvement Project #3-19-0042-016-2022. Petersen seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

It was moved by Kroger and seconded by Petersen to receive and file the minutes of the 2/25/2022 Harlan Historical Preservation Commission meeting. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Schaben to approve recommendation from the Harlan Historical Preservation Commission for the approval of six applications for the Downtown Façade and Upper Story grants. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

Council Member Kroger introduced **Resolution No. 2485** - Resolution of Local Support for the Community Garden program. 18 plots are available. Schaben seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

Council Member Kroger introduced **Resolution No. 2486** - Resolution to Set Public Hearing for Tuesday, April 19, 2022, at 5:15 PM in the City Hall Council Chambers for the application with USDA Rural Development for Financial Assistance for Veteran’s Auditorium Façade Improvements. Schaben seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

Council Member Kroger introduced **Resolution No. 2487** - Resolution to Apply for Financial Assistance with USDA Rural Development for Veteran’s Auditorium Façade Improvements. Rudolph seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

It was moved by Kroger and seconded by Petersen to approve the street closing application for the Shelby County Historical Museum event on Sunday, June 5, 2022, from 9 a.m. to 5:00 p.m. for Log Cabin Day. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

Council Member Petersen introduced **Resolution No. 2488** - Resolution to Authorize the Signing of City of Harlan Warrants. Schaben seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and resolution was duly adopted.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Sharon Kroger, Mayor Pro Tem

Jay Christensen, Mayor

Jane Smith, City Clerk

“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 19th Day of April 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Jeanna Rudolph

ABSENT: None

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

The Mayor asked the Council members to state any conflicts of interest, as applicable. Council member Bladt stated he will abstain from Item 2.E.

It was moved by Schaben and seconded by Rudolph that the following items contained in the Consent Agenda be approved and adopted:

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 04/05/2022 Council meeting
- B. Claims List No. 1264 in the amount of \$179,747.04
- C. Expenditure & Revenue reports for the month of March 2022
- D. Police statistical report for the month of March 2022
- E. Renewal Application HyVee, Class B Beer Permit, Class B Wine Permit
- F. Renewal Application Rocking Chair, Class C Liquor License
- G. Renewal Application Fareway, Class E Liquor License, Class C Beer Permit, Class B Wine Permit, Class B Native Wine Permit

Roll call vote: AYES: Schaben, Kroger, Bladt (abstained from item E due to conflict of interest), Petersen, Rudolph. NAYS: None. Motion carried, and the Consent Agenda items were approved and adopted.

Amanda Brewer, Harlan Library Director was present to give an update of library activities.

Monogram Representative, Troy Schaben and Park Superintendent Tim Miller were present to discuss a Harlan Little League lighting project, "Summer Nights & Ballpark Lights" at the JJ Jensen park and stated fundraising will begin soon.

The Mayor announced this is the time and place for the public hearing regarding Plans, Specifications & Form of Contract for the 2022 City Hall Parking Lot Improvement Project. The Public Hearing was opened at 5:40 P.M.

No oral or written objections were stated or filed.

It was moved by Rudolph and seconded by Petersen to close the hearing. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

Council Member Petersen introduced Resolution No. 2489 Approving Plans, Specifications and Form of Contract for the 2022 City Hall Parking Lot Improvement Project. Bladt seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and the resolution was duly adopted.

The council reviewed the construction bids and bid tabulation received. Bids are as follows:

Ten Point Construction	Denison, IA	\$32,014.84
Precision Concrete Services	Atlantic, IA	\$42,967.50

Council Member Bladt introduced Resolution No. 2490 Making Award of Contract to Ten Point Construction with the low bid of \$32,014.84. Kroger seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and the resolution was duly adopted.

The Mayor announced this is the time and place for the public hearing regarding Application for Financial Assistance for Veteran's Auditorium Façade Improvement Project. The Public Hearing was opened at 5:45 P.M.

No oral or written objections were stated or filed.

It was moved by Schaben and seconded by Petersen to close the hearing. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

Council Member Rudolph introduced Resolution No. 2491 for Engineering Services with Snyder & Associates for a USDA Street Project, for an amount not to exceed \$155,500. Schaben seconded the motion. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried and the resolution was duly adopted.

It was moved by Petersen and seconded by Kroger to approve an agreement with SWIPCO for Planning & Preparation of a CDBG Application for Proposed Sewer System Improvements, for an amount not to exceed \$5,000. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Schaben to approve the permit from American Legion Post #150 for a Fire Works Display by J&M Displays on July 4, 2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Bladt to approve the Bid Form for the Sale of Asphalt Millings. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Bladt to Receive & File the Insurance Committee minutes from 04/11/2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

It was moved by Schaben and seconded by Petersen to renew the City of Harlan Health Insurance at a 3.97% increase, the Dental Insurance at a 11.20% increase, and Short-Term Disability at no increase, effective July 1, 2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report. An Arbor Day Proclamation was read.

There being no further business, the meeting was adjourned.

Jane Smith, 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 3rd day of May, 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Richard Petersen, Jeanna Rudolph.

PRESENT ELECTRONICALLY: Greg Bladt

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Petersen and seconded by Kroger to approve the amended agenda. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. 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. It was moved by Schaben and seconded by Rudolph that the following items contained in the Consent Agenda be approved and adopted:

- A. Minutes of the April 19, 2022 Council meeting
 - B. Claims List No. 1265 in the amount of \$360,707.91
 - C. Renewal Application Shelby County Speedway, Class C Liquor License, Sunday Service
- Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph.
NAYS: None. Motion carried.

Lori Stitz with Iowa Western Community College and Dr. Jennifer Barnett with the Harlan Community Schools were present to provide information on programs that will be offered at Iowa Western Community College, in partnership with the Harlan Community Schools.

The council reviewed Asphalt Milling bids received. Bids were as follows:

- | | | | |
|---------------------------|-----------|-------------|----------|
| • Henningsen Construction | 5,000 Ton | \$10.00/Ton | \$50,000 |
| • Performance Grading | 5,000 Ton | \$ 5.25/Ton | \$26,250 |
| • Leinen Construction | 500 Ton | \$ 5.00/Ton | \$ 2,500 |

It was moved by Petersen and seconded by Schaben to approve the Sale of Asphalt Millings to Henningsen Construction for 5,000 ton at \$10.00/ ton. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Kroger to approve **Resolution No. 2492** – a Contract and Performance and Maintenance Bond for City Hall Parking Lot Improvements. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried and the Resolution was Duly Adopted.

It was moved by Kroger and seconded by Schaben to approve the change order for the City Hall Parking Lot Improvements from Ten Point Construction in the amount of \$65,808.75. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Petersen to approve **Resolution No. 2493** - the 2022-2026 Union Contract and Signed Hiring and Retention Memo of Understanding. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Bladt to authorize publication and set public hearing date of May 17, 2022, at 5:15 p.m. for FY21/22 Budget Amendment. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Petersen and seconded by Schaben to approve the Airport Manager Contract of \$55,500 to Scott Pigsley, from July 1, 2022, through June 30, 2023. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Rudolph to approve a Street Closing Permit for a Neighborhood Block Party on 7/2/2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Petersen and seconded by Schaben to approve a Parade Permit for the Shelby County Fairgrounds on 7/14/2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report. A proclamation was read in support of mental health awareness, and the month of May was proclaimed as "Make it OK Month".

There being no further business, the meeting was adjourned.

Jane Smith, 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 17th Day of May 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Jeanna Rudolph.

ABSENT: None

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

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

It was moved by Rudolph and seconded by Schaben that the following items contained in the Consent Agenda be approved and adopted:

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 05/03/2022 Council meeting & May 11, 2022
Special City Council Work Session
- B. Claims List No. 1266 in the amount of \$100,089.30
- C. Expenditure & Revenue reports for the month of April 2022.
- D. Police statistical report for the month of April 2022.
- E. Renewal Application The Lounge, Class C Liquor License, Outdoor Service, Sunday Sales
- F. New Application (New Ownership) Buck Snort, Class C Liquor License, Outdoor Service, Sunday Service

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this is the time and place for the public hearing regarding the Amendment of the FY21/22 City Budget.

The public hearing was opened at 5:17 P.M. No oral or written objections were filed.

It was moved by Kroger and seconded by Petersen to close the hearing. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

Council Member Bladt introduced **Resolution No. 2494** –Amending the FY21/22 Annual Budget by Adopting Budget Amendment #1 and moved its adoption. Council Member Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried and the Resolution was Duly Adopted.

Council Member Rudolph introduced **Resolution No. 2495** – Approving the Unbudgeted Transfers stated in FY21/22 Budget Amendment #1 and moved its adoption. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried and the Resolution was Duly Adopted.

Discussion was held on the Council Member, Ward 1 vacancy. The City Council received two applications for consideration from Megan Londo and Kyle Lindberg. The City Council held a Special City Council Work Session on May 11, 2022, to interview each applicant. It was moved by Kroger and seconded by Rudolph to appoint Kyle Lindberg to fill a vacancy in Ward 1. The term will expire December 31, 2023, following the next regular November 2023 city election, in which Ward 1 will be listed on the ballot to fill a vacancy of 2 years. Roll Call Vote: AYES: Kroger, Bladt, Petersen, Rudolph. NAYS: Schaben. Motion Carried.

It was moved by Petersen and seconded by Schaben to approve the two-year fuel bid for fiscal years 22/23 & 23/24 to Agriland FS. The City discount off the pump price will be .141 and the bulk LP locked in price will be \$1.85. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried.

Council Member Bladt introduced **Resolution No. 2496** Authorizing the Submission of Application for General Aviation Vertical Infrastructure (GAVI) Program and Certifying Eligibility Requirements to Install New Powered Doors for Existing Hangars. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried and the Resolution was Duly Adopted.

Council Member Petersen introduced **Resolution No. 2497** – Approving \$15,000 Donation to Shelby County Health Foundation to be directed towards the Petersen Family Wellness Center’s “Make a Splash” Campaign. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Rudolph. NAYS: None. Motion Carried and the Resolution was Duly Adopted.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 7th day of June 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Kyle Lindberg

ABSENT: Jeanna Rudolph

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

The Mayor asked the Council members to state any conflicts of interest, as applicable. None stated.

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. It was moved by Kroger and seconded by Schaben that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the May 17, 2022, Council meeting
- B. Claims List No. 1257 in the amount of \$1,500,870.26
- C. Renewal Application for Shelby County Fair Corporation, Class B Beer Permit

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg.
NAYS: None. Motion carried.

C.J. Petersen, Communications Coordinator and Dwayne Hemminger, Transit Driver with Southwest Iowa Transit Agency (SWITA) were present as Mayor Christensen read a Proclamation designating June 13-17, 2022, as "Ride Transit Week." Mayor Christensen thanked SWITA for providing safe, reliable public transportation for the citizens of Harlan and Shelby County.

Jerry Henscheid, owner of 601 Court Street, was present to request a 4-month extension of the Iowa Catalyst Grant Project. The deadline is currently June 30, 2022, and would extend to October 31, 2022. It was moved by Petersen and seconded by Schaben to grant the extension deadline with work to be completed by October 31, 2022. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Lindberg to approve the minutes of the Harlan Historical Preservation Committee (HHPC) meeting from June 6, 2022. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Petersen to approve payments to the four remaining applicants for the Harlan Historical Preservation Commission (HHPC) Downtown Façade and Upper Story Grant from FY21/22, in the amount of \$19,147.32. The four payments are as follows:

- | | | |
|-------------------|------------------------------------|------------|
| • Thomas Caha | 1001 7 th St. | \$3,342.00 |
| • Jerry Henscheid | 1018 6 th St., Apt. 201 | \$8,753.32 |
| • TJC Rentals LLC | 1017 7 th St. | \$1,561.00 |
| • TJC Rentals LLC | 1023 7 th St. | \$5,491.00 |

Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

Council Member Bladt introduced **Resolution No. 2498**, Approving FY21/22 Project Transfers from completed 2018 Bond Projects to ongoing 2018 Bond Projects and moved its adoption. Transfer out: Dog Park Project \$22,331.03.

Transfer in: JJ Jensen Project \$13,715.54
Transfer in: River Access Project \$ 8,615.49

Council Member Lindberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried and the Resolution was duly adopted.

Council Member Kroger introduced **Resolution No. 2499**, Approving Designation of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) for the City of Harlan and moved its adoption. Council Member Bladt seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried and the Resolution was duly adopted.

It was moved by Petersen and seconded by Lindberg to approve the 2022 City Hall Parking Lot Improvements Change Order #2 from Ten Point Construction for \$1,389.75. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Kroger to approve the 2022 City Hall Parking Lot Improvements Pay App #1 from Ten Point Construction for \$94,252.67 and Pay App #2 from Ten Point Construction for \$4,960.67. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Bladt and seconded by Petersen to approve the Engineer's Certificate of Completion for the 2022 City Hall Parking Lot Improvements. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

Council Member Petersen introduced **Resolution No. 2500**, Accepting Final Completion of the 2022 City Hall Parking Lot Improvements and moved its adoption. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried and the Resolution was duly adopted.

Council Member Kroger introduced **Resolution No. 2501**, Authorizing Competitive Bids for the Entrance Signs and moved its adoption. Council Member Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Bladt to approve the Harlan Municipal Airport Monetary Donation and Gifts Policy. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Petersen and seconded by Lindberg to reappoint Ron Buck to the Tree Advisory/Environmental Commission for a 3-year term to expire 5/16/2025. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Schaben to reappoint Kay Bensen to the Veteran's Memorial Auditorium Commission for a 3-year term to expire on 4/19/2025. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Schaben to reappoint Ruthanne Grimsley to the Board of Adjustment for a 5-year term to expire on 7/01/2027. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Bladt to reappoint Lori Stitz, Mary Johnson and Russ Blenkinsop to the Planning & Zoning Commission for a 4-year term to expire on 7/01/2026. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg. NAYS: None. Motion Carried.

There being no further business, the meeting was adjourned.

Jane Smith, 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 21st Day of June, 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Kyle Lindberg, Jeanna Rudolph.

ABSENT: None

The City Clerk presented the agenda. It was moved by Lindberg and seconded by Schaben to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Kroger that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 06/07/2022 Council meeting
- B. Claims List No. 1268 in the amount of \$256,030.15
- C. Expenditure & Revenue reports for the month of May 2022.
- D. Police statistical report for the month of May 2022.
- E. Approval of 22/23 Cigarette/Tobacco/Nicotine/Vapor Permits, Casey's, Dollar General, Fareway, Hy-Vee Foods, Hy-Vee Wine & Spirits, Taylor Quik-Pik

Roll call vote: AYES: Schaben, Kroger, Bladt Items A-D only, Petersen, Lindberg, Rudolph. ABSTAIN: Bladt from Item E due to conflict of interest. NAYS: None. Motion carried.

It was moved by Petersen and seconded by Kroger to approve the Joint Participation Agreement between the City of Harlan and SWIPCO for SWITA service 7/01/2022 through 6/30/2023. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

Council Member Rudolph introduced Resolution 2502, a Resolution Setting Salaries for Appointed Officers, and Employees of the City of Harlan for the Fiscal Year 2022/23. Council Member Lindberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried and the Resolution was duly adopted.

It was moved by Petersen and seconded by Schaben to receive and file the 2020/2021 Fiscal Year Audit. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Lindberg to reappoint Roy Buckhalter to the Library Board for a 4-year term to expire 7/01/2026 and to appoint Andrew Sandquist to the Library Board for a 4-year term to expire 7/01/2026. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – TOUR & DISCUSSION OF AIRPORT FACILITIES, GROUNDS AND RELATED IMPROVEMENTS

The City Council of the City of Harlan, Iowa met for a special session at the Harlan Municipal Airport at 5:00 PM on June 29, 2022 for a tour and discussion of the airport facilities, grounds and related improvements along with the Harlan Airport Commission. The following Council members and Airport Commission members were:

PRESENT: Jay Christensen, Sharon Kroger, Greg Bladt, Kyle Lindberg, Jeanna Rudolph, Larry Chapman, Rick Dotzler

ALSO PRESENT: Gene Gettys, Scott Pigsley

ABSENT: Richard Petersen

No formal action was taken.

Jane Smith, City Clerk

Jay Christensen, Mayor

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 5th day of July, 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Kyle Lindberg, and Jeanna Rudolph.

ABSENT: None

The City Clerk presented the agenda. It was moved by Kroger and seconded by Petersen to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Lindberg that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the June 21, 2022 Council meeting and June 29, 2022 City Council and Airport Commission Tour & Discussion
- B. Claims List No. 1269 in the amount of \$522,927.08
- C. Renewal Application Harlan Golf and Country Club, Inc., Class C Liquor License

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Schaben introduced Resolution No. 2503, a Resolution Authorizing the Submission of Grant Agreement (3-19-0042-016-2022) for Airport Taxilane Improvement Project (AIP) and Certifying Eligibility Requirements. Council Member Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Lindberg to approve the Standard Professional Services Agreement from Snyder and Associates for Streambank Stabilization. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 19th day of July 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Greg Bladt, Richard Petersen, Kyle Lindberg, Jeanna Rudolph.

ABSENT: None

The City Clerk presented the agenda. It was moved by Kroger and seconded by Lindberg to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. 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. It was moved by Bladt and seconded by Rudolph that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 07/05/2022 Council meeting
- B. Claims List No. 1270 in the amount of \$216,587.81
- C. Expenditure & Revenue reports for the month of June 2022.
- D. Police statistical report for the month of June 2022.
- E. FY22/23 Connections Area on Aging Lease Agreement

Roll call vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Amanda Brewer, Library Director, was present to give a quarterly Library update.

Quinn Mahoney was present to present his Eagle Scout Service Project proposal, adding Tee Pad Signs at the disc golf course in Pioneer Park.

Council member Kroger moved to receive and file the Parks & Recreation Commission minutes from July 12, 2022. Council member Lindberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Petersen to approve Quinn Mahoney's Eagle Scout Service Project for Tee Pad Signs at the disc golf course in Pioneer Park. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

Council member Petersen moved to receive and file the Public Safety Committee minutes from July 11, 2022. Council member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Petersen and seconded by Rudolph to approve and add to the City Employee Handbook the recommendation for City Employees who volunteer on the Shelby County Volunteer Fire/EMS Department to respond to call outs during normal working hours, without loss of pay. Time responding to Fire Department/EMS call outs during normal working hours must be recorded on time sheets and will not be considered as time worked for computation of overtime or comp time. Supervisor approval is required before responding to Fire/EMS call outs. The paid leave shall not include time off for training purposes for volunteer emergency services. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Petersen to approve the changes of the Employee Handbook to reflect Union Contract Memorandum Of Understanding (MOU) Language. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Kroger to accept the resignation of Greg Bladt, Council Member Ward 4, effective July 31, 2022. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. ABSTAIN: Bladt. NAYS: None. Motion Carried.

Discussion was held regarding the filling of the Council Member Ward 4 vacancy.

It was moved by Rudolph and seconded by Lindberg to fill Council Seat, Ward 4 by Appointment and to Publish a Public Notice of Intent to Appoint in the Harlan newspaper, as well as the City of Harlan website and Facebook page. Any Harlan resident who is an eligible elector, resides in Ward 4 and is interested in filling this vacancy, may complete a form for consideration which will be available on the City website or in City Hall. Forms of consideration should be returned to City Hall by August 16, 2022. The Harlan City Council proposes to fill this vacancy at the September 6, 2022, City Council Meeting. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. ABSTAIN: Bladt. NAYS: None. Motion Carried.

It was moved by Bladt and seconded by Petersen to decrease the Senior Center monthly fee from \$100.00 to \$1.00. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report. A Certificate of Appreciation and Key to the City was presented to Council Member Bladt for his many years of dedicated service to the City of Harlan.

It was moved by Rudolph and seconded by Petersen to enter into closed session at 6:15 p.m. pursuant to Iowa Code Section 21.5(1)(g), to avoid disclosure of specific law enforcement matters, such as current or proposed investigations or inspection or auditing techniques or schedules, which if disclosed would enable law violators to avoid detection. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Petersen to re-enter into open session at 7:32 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bladt, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

No action was taken.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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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 August 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Sharon Kroger, Richard Petersen, Kyle Lindberg, Jeanna Rudolph.

ABSENT: Troy Schaben

The City Clerk presented the agenda. It was moved by Petersen and seconded by Lindberg to approve the agenda. Roll call vote: AYES: Kroger, Petersen, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Kroger that the following items on the Consent Agenda be approved and adopted:

A. Minutes of the July 19, 2022 Council meeting

B. Claims List No. 1271 in the amount of \$176,630.19

Roll call vote: AYES: Kroger, Petersen, Lindberg, Rudolph.

NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to receive and file the Public Safety minutes from July 25, 2022. Roll Call Vote: AYES: Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Lindberg and seconded by Kroger to recommend authorizing Harlan Fire Department to file an EMS Service Change of Status Application to respond and transport 911 calls, short term, in the event Medivac is unable, as well as review and update Agreements with City Attorney Todd Argotsinger, as necessary. Roll Call Vote: AYES: Kroger, Lindberg, Rudolph. ABSTAIN: Petersen, due to conflict of interest. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Petersen to approve the HHPC Downtown Upper Story & Façade Grant Completion & Award Request of Carrie Petersen for 612 Market Street in the amount of \$5,500.00. Roll Call Vote: AYES: Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

The City Administrator presented his report.

The Mayor presented his report.

James Sheehan addressed the Council with concerns of police equipment costs. The Council will take the information into consideration and schedule a P & F Meeting to follow up with him.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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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 16th Day of August 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

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

The City Clerk presented the agenda. It was moved by Rudolph and seconded by Schaben to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Petersen, Rudolph. 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. It was moved by Petersen and seconded by Schaben that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the August 2, 2022, Council meeting
- B. Claims List No. 1272 in the amount of \$369,900.72
- C. Expenditure & Revenue reports for the month of July 2022.
- D. Police statistical report for the month of July 2022.
- E. Renewal Application Taylor Quik Pik, 2111 23rd St, Class E Liquor License, Class C Beer Permit and Class B Wine Permit

Roll call vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion carried.

Dr. Jenny Barnett, Harlan Schools Superintendent was present to be heard and provided a project facility update.

Council Member Kroger moved to receive and file the Airport Commission Meeting Minutes from July 27, 2022. Council Member Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Kroger to approve a Memorandum of Understanding (MOU) with IGNITE Pathways for use of the airport facilities, (Hangar 2A & 2B) for a Student Aviation Program. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

Council Member Schaben introduced Resolution No. 2504 – Approving a purchase agreement concept for conveying city-owned property in G.H. Christensen Subdivision, for \$1,000 per lot (9 lots are still available), effective through September 30, 2023. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried and the resolution was duly adopted.

Council Member Petersen introduced Resolution No. 2505 – Approving Iowa Department of Transportation (IDOT) 2022 Street Finance Report and authorizing the City Clerk to sign same. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried and the resolution was duly adopted

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Petersen to enter into closed session at 6:13 p.m. pursuant to Iowa Code Section 21.5(1)(g), to avoid disclosure of specific law enforcement matters, such as current or proposed investigations or inspection or auditing techniques or schedules, which if disclosed would enable law violators to avoid detection. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Petersen to end the closed session and return to open session at 7:06 p.m. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

No action was taken

It was moved by Rudolph and seconded by Kroger to enter into closed session at 7:12 p.m. pursuant to Iowa Code Section 21.5(1)(i) - To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Schaben to end the closed session and return to open session at 7:29 p.m. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Kroger to renew the City Administrator's contract for the next three (3) years. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Rudolph. NAYS: None. Motion Carried.

There being no further business, the meeting was adjourned.

Jane Smith, 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 special session, in the Council Chambers at 6:15 o'clock P.M. the 24th day of August 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Lindberg and seconded by Petersen to approve the agenda. A roll call vote was had which was as follows: Ayes: Schaben, Kroger, Petersen, Lindberg, Rudolph. Nays: None. Motion Carried.

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

It was moved by Rudolph and seconded by Lindberg to approve implementing a Request for Proposal (RFP) form to be utilized for Police Department purchases over \$500, with form available for all City Departments. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Petersen to enter into closed session at 6:34 p.m. pursuant to Iowa Code Section 21.5(1)(g), to avoid disclosure of specific law enforcement matters, such as current or proposed investigations or inspection or auditing techniques or schedules, which if disclosed would enable law violators to avoid detection. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Petersen and seconded by Kroger to end the closed session and return to open session at 7:35 p.m. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

No action was taken.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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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 6th day of September 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Richard Petersen, Jeanna Rudolph

PRESENT ELECTRONICALLY: Kyle Lindberg

ABSENT: None

The City Clerk presented the agenda. It was moved by Petersen and seconded by Schaben to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. 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. It was moved by Kroger and seconded by Rudolph that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the August 16, 2022, Council meeting, the August 24, 2022, Special Council Work Session & the August 24, 2022 Special Council Meeting
- B. Claims List No. 1273 in the amount of \$162,355.79
- C. Renewal Application Casey's, 1006 Chatburn, Harlan, Class E Liquor License, Class C Beer Permit, Class B Wine Permit

Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Discussion was held on the Council Member Ward 4 vacancy. The City Council received two applications for consideration from Ruthanne Grimsley and RJ Bielenberg. The City Council held a Special City Council Work Session on August 24, 2022, to interview each applicant. It was moved by Petersen and seconded by Lindberg to appoint RJ Bielenberg to fill a vacancy in Ward 4. The term will expire December 31, 2023, following the next regular November 2023 city election. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Schaben to approve the HHPC Downtown Upper Story & Façade Grant Completion and Award Request of Leah Blenkinsop at 1024 6th Street for \$14,013.50. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Schaben to approve the HHPC Downtown Upper Story & Façade Grant Completion and Award Request of Randy Rasmussen at 516 Market Street for \$5,500.00. Roll Call Vote: YES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to approve the 2022 Annual TIF Indebtedness Certification. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Petersen to approve the application for a Noise Variance Permit for Shelby County Speedway, Tiny Lund Night at the Speedway on September 23, 2022. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report and read a suicide prevention proclamation.

There being no further business, the meeting was adjourned.

Jane Smith, 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 20th day of September 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, RJ Bielenberg, Richard Petersen, Kyle Lindberg, Jeanna Rudolph.

ABSENT: None

The City Clerk presented the agenda. It was moved by Petersen and seconded by Lindberg to approve the agenda, removing item E on the Consent Agenda for further evaluation. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. 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. It was moved by Kroger and seconded by Petersen that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 09/06/2022 Council meeting
- B. Claims List No. 1274 in the amount of \$87,297.21
- C. Expenditure & Revenue reports for the month of August 2022.
- D. Police statistical report for the month of August 2022.
- ~~E. Police Training Policy~~

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The Final Plans & Specifications for the Exchange Street Streambank Improvements Project were reviewed. It was moved by Lindberg and seconded by Rudolph to approve the Final Plans & Specifications for the Exchange Street Streambank Improvements Project. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Petersen introduced Resolution No. 2506, Authorizing Bid Letting and Setting a Public Hearing Date of October 4, 2022, at 5:15 PM for the Exchange Street Streambank Improvements Project. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Rudolph to receive and file the Park and Recreation Board meeting minutes from September 13, 2022. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Bielenberg and seconded by Kroger to move forward with Park & Rec Board recommendation to prohibit semi/tractor trailer parking in city parks and proceed with drafting an Ordinance. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Bielenberg to pay \$1,250 towards softball/baseball warning tracks and assist with the installation. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to approve a Permit application for the Harlan High School Homecoming Parade on September 30, 2022, from 2:00 – 4:00 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to approve a Permit application for a Street Closing for the downtown Tiny Lund Race Car Show on September 24, 2022, from 8:30 a.m. to 12:00 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Petersen introduced Resolution No. 2507, Authorizing Competitive Bids for the City of Harlan Entrance Sign Project. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

Council Member Rudolph introduced Resolution No. 2508, Supporting the Shelby County Proposed Ordinance for the Purpose of Regulating & Restricting the Use of Land for the Transport of Hazardous Liquid Through a Hazardous Liquid Pipeline. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 4th day of October 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, RJ Bielenberg, Richard Petersen, Kyle Lindberg, Jeanna Rudolph

ABSENT: Sharon Kroger

The City Clerk presented the amended agenda. It was moved by Lindberg and seconded by Petersen to approve the amended agenda. Roll call vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Schaben that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the September 20, 2022, Council meeting
- B. Claims List No. 1275 in the amount of \$360,717.16
- C. HMU Sewer & Landfill Reconciliation Report for August 2022
- D. Committee Reassignment of Kroger to Airport & Bielenberg to Library through December 2023

Review Application by Victoria Station for a Temporary Premise Transfer Special Event, Class C Liquor License, for Sunday, October 30, 2022. Roll call vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The Mayor announced that this was the time and place for the public hearing regarding Plans, Specifications & Form of Contract for the Exchange Street Streambank Improvement Project. The Public Hearing was opened at 5:20 PM.

An adjacent property owner inquired if the impact of the construction area would involve a part of his private property and fence. No written objections were filed.

It was moved by Petersen and seconded by Rudolph to close the hearing. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No. 2509 Approving Plans, Specifications & Form of Contract for the Exchange Street Streambank Stabilization Improvement Project. Council Member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

The council reviewed the four construction bids and bid tabulations received for the Exchange Street Streambank Improvement Project. The following are bids received:

- | | | |
|-----------------------------|-------------|--------------|
| 1. Performance Grading, LLC | Harlan, IA | \$ 55,660.00 |
| 2. Empire Construction | Red Oak, IA | \$ 72,490.00 |
| 3. Pruetz Grading | Logan, IA | \$ 76,533.00 |
| 4. Johnston Excavating, LLC | Sloan, IA | \$ 78,640.00 |

Council Member Lindberg introduced Resolution No. 2510 Making Award of Contract for the Exchange Street Streambank Stabilization Improvement Project to Performance Grading, LLC for \$55,660. Council Member Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried and the Resolution was duly adopted.

It was moved by Petersen and seconded by Schaben to receive and file the minutes from the Personnel & Finance Committee Meeting on 9/27/2022. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None.

It was moved by Lindberg and seconded by Schaben to approve the recommendation from the Personnel & Finance Committee in regard to Handling Errors in Billing and using the same policy as HMU, adjusting an over charge or under charge for a period of 1 (one) year prior to discovery of said error. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None.

It was moved by Lindberg and seconded by Rudolph to approve paid leave benefits to all permanent part-time employees who are regularly scheduled to work 20-29 hours per week. The employee will receive paid leave as follows; 35 hours after 6 months of employment and 70 hours after 1 year of employment, to be used by the employee's anniversary date. On each anniversary date, the employee shall receive another 70 hours of paid leave. This paid leave benefit will be retroactive to October 1, 2022, and pro-rated for each eligible employee. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None.

Council Member Bielenberg introduced Ordinance No. 2022-06 Amending Chapter 69, Pertaining to Parking Regulations by adding Subsection 69.17, Prohibiting Semi-Tractor Trailer Parking in City Parks – First Reading. Petersen seconded the motion. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the first reading of Ordinance No. 2022-06 passed.

It was moved by Petersen and seconded by Bielenberg to approve the application for street closing for October 9, 2022, from 7:00 a.m. to Noon, for the Harlan Fire Department annual open house/breakfast. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 18th day of October 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, RJ Bielenberg, Kyle Lindberg, Jeanna Rudolph

ABSENT: Richard Petersen

The City Clerk presented the agenda. It was moved by Lindberg and seconded by Kroger to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Bielenberg that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 10/4/2022 Council meeting
- B. Claims List No. 1276 in the amount of \$111,647.09
- C. Expenditure & Revenue Reports for the month of September 2022
- D. Police Statistical Report for the month of September 2022
- E. Police Training Policy

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Schaben and seconded by Kroger to review the contracts and bonds for the Exchange Street Streambank Improvement Project. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No 2511, Resolution approving contracts and bonds for the Exchange Street Streambank Improvement Project. Council Member Rudolph seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

Council Member Bielenberg introduced Ordinance No. 2022-06 Amending Chapter 69, Pertaining to Parking Regulations by adding Subsection 69.17, Prohibiting Semi-Tractor Trailer Parking in City Parks to pass the second reading, waive the third reading and place it upon its final adoption. Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried and the Ordinance was duly adopted.

Council Member Lindberg introduced Resolution No. 2512, Resolution approving the Employee Wellness Policy, with the city paying 40% of the membership. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Bielenberg, Lindberg, Rudolph. NAYS: Kroger. Motion carried and the Resolution was duly adopted.

It was moved by Rudolph and seconded by Schaben to approve the application from Shelby County Chamber of Commerce for street closing on October 29, 2022, for Harvest Fest. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Schaben and seconded by Kroger to approve the Catalyst Grant payment of \$20,000 for 601 Court Street. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Bielenberg to approve the HHPC Downtown Upper Story & Façade Grant Completion & Award Request for Jerry Henscheid, 601 Court Street, in the amount of \$6,280.00. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 1ST day of November 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

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

PRESENT ELECTRONICALLY: RJ Bielenberg

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Lindberg and seconded by Petersen to approve the amended agenda. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. 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. It was moved by Kroger and seconded by Lindberg that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 10/18/22 Council meeting
- B. Claims List No. 1277 in the amount of \$150,592.66
- C. HMU Sewer & Landfill Reconciliation Report for September 2022
- D. Renewal applicant for Purple Door, Class C Liquor License

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Amanda Brewer, Library Director, was present to give a quarterly Library update.

Council Member Schaben introduced Resolution No 2513, Resolution to Partner with Community Stakeholders to Develop a County Based Ambulance Service. Council Member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Rudolph and seconded by Kroger to close the 4th Street Bridge for winter months, through April 15, 2023. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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

**CITY OF HARLAN – HARLAN, IOWA – WALK-THROUGH TOUR OF
601 COURT STREET CATALYST GRANT IMPROVEMENTS**

The City Council of the City of Harlan, Iowa met for a walk-through of 601 Court Street at 6:10 PM on November 01, 2022, for a tour of the completed Catalyst Grant Project. The following Council members were:

PRESENT: Jay Christensen, Sharon Kroger, Troy Schaben, Kyle Lindberg,
Jeanna Rudolph

ABSENT: Richard Petersen, RJ Bielenberg

ALSO PRESENT: Gene Gettys, Jane Smith

No formal action was taken.

Jane Smith, City Clerk

Jay Christensen, Mayor

CITY OF HARLAN – HARLAN, IOWA – NOVEMBER 15, 2022

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 15th day of November 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, RJ Bielenberg, Richard Petersen, Kyle Lindberg

ABSENT: Jeanna Rudolph

The City Clerk presented the amended agenda. It was moved by Petersen and seconded by Schaben to approve the amended agenda. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. 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. It was moved by Kroger and seconded by Bielenberg that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 11/1/2022 Council meeting& Walk Through
- B. Claims List No. 1278 in the amount of \$348,502.85
- C. HMU Sewer & Landfill Reconciliation Report for October 2022
- D. Expenditure & Revenue reports for the month of October 2022
- E. Police statistical report for the month of October 2022

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to receive and file the Parks & Recreation Commission Minutes from 11/8/2022. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

Don Marner with Snyder & Associates was in attendance to present the Pioneer Park Dream Playground Project Master Plan and Cost Opinion. It was moved by Petersen and seconded by Schaben to approve the Master Plan and Cost Opinion for the Pioneer Park Dream Playground. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Petersen to approve the Exchange Street Streambank Stabilization Project Change Order #1. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Lindberg to approve the Exchange Street Streambank Stabilization Project Pay App #1 and Certificate of Completion. AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

Council member Lindberg introduced Resolution No. 2514, to Accept and Approve the 2022 Annual Urban Renewal Report for Fiscal Year Ending June 30, 2022. Council member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried and the Resolution was duly adopted.

Council member Lindberg introduced Resolution No. 2515, to Accept and Approve the 2022 Annual Financial Report for Fiscal Year Ending June 30, 2022. Council member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Petersen and seconded by Lindberg to approve the Travel Reimbursement Policy clarification, effective immediately. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Lindberg to reappoint Michelle Erickson to the Harlan Municipal Utilities Board for a 6-year term to expire 11/21/2028. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg. NAYS: None. Motion carried.

There being no further business, the meeting was adjourned.

Jane Smith, City Clerk

Jay Christensen, Mayor

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

City Council of the City of Harlan, Iowa November 16, 2022

The City Council met at 5:00 p.m. for the purpose of discussing the FY23/24 Budget, Capital, and Project planning.

Present: Jay Christensen, Troy Schaben, Sharon Kroger, RJ Bielenberg, Richard Petersen, Kyle Lindberg

Present Electronically: Jeanna Rudolph

Absent: None

Also Present: City Administrator Gene Gettys, City Clerk Jane Smith

Mayor Christensen called the Budget and Capital Project discussion to order.

General discussion was held on budget items as well as essential and future Capital and Project planning.

There being no further discussion, the Capital and Project discussion adjourned.

Jane Smith, 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 6th day of December 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, Kyle Lindberg, Jeanna Rudolph

PRESENT VIA ZOOM: RJ Bielenberg

ABSENT: Richard Petersen

The City Clerk presented the amended agenda. It was moved by Lindberg and seconded by Rudolph to approve the amended agenda. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. 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. It was moved by Kroger and seconded by Schaben that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 11/15/2022 Council meeting, the 11/16/2022 Budget, Capital & Project Planning meeting and the 11/29/2022 and 12/1/22 Council Work Session with Supervisors
- B. Claims List No. 1279 in the amount of \$547,057.85
- C. Harlan Fire Department Payroll 2022
- D. Renewal Application – Hy-Vee Food Store, Class C Beer Permit, Class B Wine Permit

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Lindberg introduced Ordinance No. 2022-07 Amending Chapter 129 of the Code of Ordinances for the City of Harlan Pertaining to Hotel/Motel Tax by Amending Subsection 129.05, Titled Restriction on Use of Revenues - First Reading. The three main changes include: 1) Reduce committee members from 7 to 5, 2) Change fiscal agent from Shelby County Auditor to Shelby County Chamber & Industry, 3) Change percentage of transferred funds to 50% going to new fiscal agent to continue supporting tourism and 50% remaining with City of Harlan to be used towards parks. Council Member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried and the first reading of Ordinance No. 2022-07 passed.

Council Member Rudolph introduced Resolution No. 2516, Resolution of Appreciation, Years of Service. Council Member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: none. Motion carried and the Resolution was duly adopted.

Council Member Kroger introduced Resolution No. 2517, Resolution to Enter into a Farm Lease and Agreement with Jeff and Karla Hundt, for Wastewater Treatment Plant Sludge Distribution for a term of 3-years, to commence on March 1, 2023. Council Member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Rudolph and seconded by Lindberg to approve the HHPC Downtown Upper Story & Façade Grant Completion Award Request for 911 7th Street for \$12,000 to Patriot's Choice Contracting. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Lindberg, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Jane Smith, 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 20th day of December 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, RJ Bielenberg, Richard Petersen, Kyle Lindberg, Jeanna Rudolph

PRESENT ELECTRONICALLY:

ABSENT: None

The Deputy City Clerk presented the agenda. It was moved by Kroger and seconded by Lindberg to approve the agenda. Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. 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. It was moved by Rudolph and seconded by Bielenberg that the following items on the Consent Agenda be approved and adopted:

- A. Minutes of the 12/06/2022 Council meeting
- B. Claims List No. 1280 in the amount of \$110,268.17
- C. Expenditure & Revenue reports for the month of November 2022.
- D. Police statistical report for the month of November 2022.
- E. Renewal Application Cyclone Lanes, Inc, Class C Liquor License

Roll call vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Petersen introduced Resolution No. 2518 Authorizing Bid Letting and Setting a Public Hearing date of January 17, 2023, at 5:15 PM for the 2023 Street Improvement Project. Council Member Schaben seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was adopted.

Council Member Kroger introduced Ordinance No. 2022-07 Amending Chapter 129 of the Code of Ordinances for the City of Harlan Pertaining to Hotel/Motel Tax by Amending Subsection 129.05, Titled Restriction on Use of Revenues - Second Reading. The three main changes include: 1) Reduce committee members from 7 to 5, 2) Change fiscal agent from Shelby County Auditor to Shelby County Chamber & Industry, 3) Change percentage of transferred funds to 50% going to new fiscal agent to continue supporting tourism and 50% remaining with City of Harlan to be used towards parks. Council Member Lindberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the second reading of Ordinance No. 2022-07 passed.

It was moved by Rudolph and seconded by Bielenberg to approve Exchange Street Streambank Stabilization Project Change Order #2, Project Retainage and Final Payment. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No. 2519 Resolution Accepting the Exchange Street Project Work. Council Member Bielenberg seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried and the Resolution was adopted.

It was moved by Bielenberg and seconded by Petersen to approve the 2023 Solid Waste and Recyclables Haulers Licenses. Roll Call Vote: AYES: Schaben, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. ABSTAIN: Kroger. Motion Carried.

It was moved by Petersen and seconded by Schaben to approve the street closing permits for Roar Into Harlan events for May through September 2023. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Rudolph to receive and file the Airport Commission Meeting minutes from December 13, 2022. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Bielenberg to approve the Federal Airport Improvement Program (AIP). Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to receive and file the Parks & Recreation Commission minutes from December 13, 2022. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Lindberg to approve the Water Trail Memorandum of Agreement for the West Nishnabotna River Water Trail in Shelby County for a period of 5 years. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was adjourned.

Ashley Schleis, Deputy City Clerk

Jay Christensen, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – DECEMBER 28, 2022

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 12:00 Noon. The 28th day of December, 2022. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Troy Schaben, Sharon Kroger, RJ Bielenberg, Richard Petersen, Kyle Lindberg, Jeanna Rudolph.

ABSENT: None

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

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

It was moved by Rudolph and seconded by Bielenberg to appoint Julie Erickson, Administrative Assistant, as minute taker for the meeting. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Peterson, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Kroger and seconded by Lindberg to enter into closed session at 12:04 p.m. pursuant to Iowa Code Section 21.5(1)(g), to avoid disclosure of specific law enforcement matters, such as current or proposed investigations or inspection or auditing techniques or schedules, which if disclosed would enable law violators to avoid detection. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Rudolph and seconded by Petersen to end the closed session and return to open session at 12:37 p.m. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

It was moved by Petersen and seconded by Kroger for Ahlers & Cooney to represent City of Harlan in arranging for police services with Shelby County. Roll Call Vote: AYES: Schaben, Kroger, Bielenberg, Petersen, Lindberg, Rudolph. NAYS: None. Motion Carried.

There being no further business, the meeting was adjourned.

Julie Erickson, Administrative Assistant Jay Christensen, Mayor

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