

# COMING EVENTS

MONDAY, APRIL 14

LIBRARY BOARD MEETING  
5:00 PM Library Meeting Room

TUESDAY, APRIL 15

AIRPORT COMMISSION MEETING  
7:00 AM Harlan Airport

TUESDAY, APRIL 15

CITY COUNCIL MEETING  
5:15 PM Council Chambers

FRIDAY, APRIL 18

INSURANCE COMMITTEE MEETING  
12:00 PM Council Chambers

MONDAY, APRIL 21

FIRE DEPT MEETING  
7:00 PM Fire Department

THURSDAY, APRIL 24

HMU BOARD MEETING  
4:00 PM HMU



**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**COUNCIL CHAMBERS, APRIL 15, 2025, 5:15 P.M**

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

To participate by audio internet connection:

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

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

**1. OPENING BUSINESS**

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

**2. CONSENT AGENDA**

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

- A. Minutes of the 04-01-2025 Special Council meeting & 04-01-2025 Council meeting
- B. Claims List No.1336 in the amount of \$78,877.45
- C. Expenditure & Revenue reports for the month of March 2025
- D. HMU Sewer & Landfill Reconciliation Report for February 2025 and March 2025
- E. Sheriff's Statistical Report for March 2025
- F. Renewal Application for Yesway #1009 Class E Alcohol License
- G. Renewal Application for Old Westside Lounge, LTD, DBA Old Westside Lounge Class C Alcohol License

**3. PRESENT TO BE HEARD/PUBLIC HEARING**

- A. Katie Sandquist and Brian Byrnes with Shelby County Wellness Alliance Regarding Painting of Crosswalk Art
- B. Regarding Proposed FY 25/26 Annual Budget
  - 1. Motion to Close Hearing (*Roll Call Vote*)
- C. Resolution 2601 – Adopting the Annual Budget for Fiscal Year Ending June 30, 2026 (*Roll Call Vote*)

**4. OTHER BUSINESS**

- A. Receive and File Minutes of the 03/31/2025 Personnel & Finance Committee Meeting (*Roll Call Vote*)
  - 1. Review Recommendation to Remove the Last Sentence “If Compensatory Time is Accrued, It Cannot Be Used Until the Next Seven (7) Day Period” From the Second Bullet on Page 14 of the City of Harlan Handbook (*Roll Call Vote*)
- B. Approve City of Harlan Real Estate Purchase Requirements and Bid Form (*Roll Call Vote*)
- C. Receive and File Minutes of the 04/08/2025 Park and Recreation Committee Meeting (*Roll Call Vote*)
  - 1. Review Recommendation to Engage with MUSCO Further on the JJ Jensen Lighting Project (*Roll Call Vote*)
- D. Review and Approve Street Closing for Shelby County Wellness Alliance to Paint Crosswalk Art at 6<sup>th</sup> & Market, and 7<sup>th</sup> & Court May12<sup>th</sup>. (*Roll Call Vote*)
- E. Receive and File Minutes of the 04/10/2025 Ambulance Commission Meeting (*Roll Call Vote*)

**5. OTHER REPORTS**

- A. City Administrator's Report
- B. Mayor's Report
  - 1. Arbor Day Proclamation (*No Action*)
- C. Shelby County Chamber of Commerce & Industry Update
- D. Harlan Municipal Utilities Update
- E. Shelby County Sheriff's Update
- F. Public Comments

**6. ADJOURN**

CITY OF HARLAN – HARLAN, IOWA – APRIL 1, 2025

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

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in Special Session, in the Council Chambers at 5:00 o'clock P.M. the 1<sup>st</sup> day of April 2025. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Richard Petersen arrived at 5:02 P.M., Kyle Lindberg, Aaron Nippert, Troy Schaben, Sharon Kroger, Jennifer Kelly arrived at 5:03 P.M.

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: Lindberg, Nippert, Schaben, Kroger. NAYS: None. Motion carried.

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

The Mayor announced that this is the time and place for the public hearing regarding the consideration of the FY25/26 Consolidated General Fund Tax Levy. It was moved by Schaben and seconded by Nippert to open the public hearing. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger. NAYS: None. Motion carried. The Public Hearing was opened at 5:01 P.M.

No oral or written objections were stated or filed.

Council Member Petersen arrived at 5:02 P.M.

Council Member Kelly arrived at 5:03 P.M.

It was moved by Kroger and seconded by Lindberg to close the hearing at 5:07 P.M. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

No action was taken.

There being no further business, the meeting was adjourned at 5:08 P.M.

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Ashley Schleis, City Clerk

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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 1<sup>st</sup> day of April 2025. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Richard Petersen, Kyle Lindberg, Aaron Nippert, Troy Schaben, Sharon Kroger, Jennifer Kelly.

ABSENT: None

The City Clerk presented the agenda. One change being made to item 4A, correcting the date to April 15, 2025 @ 5:15 P.M. It was moved by Petersen and seconded by Kroger to approve the updated agenda. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

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

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

- A. Minutes of the 03-18-2025 Council meeting
- B. Claims List No. 1335 in the amount of \$426,635.06
- C. New Application for WINETIME, LLC, DBA Lucky Wife Wine Slushies T9 Special Class C Alcohol License
- D. Renewal Application for Gussied Up Cocktail Lounge Class C Alcohol License

It was moved by Nippert and seconded by Kroger that the items on the Consent Agenda be approved and adopted. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. 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 Status of Funded Activities for the City of Harlan Sewer Project. It was moved by Kroger and seconded by Lindberg to open the Public Hearing. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried. The Public Hearing was opened at 5:17 P.M.

No oral or written objections were stated or filed.

It was moved by Petersen and seconded by Schaben to Close the Hearing at 5:19 P.M. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to Set a Public Hearing Date of April 15, 2025, 5:15 P.M. for the Proposed FY2526 Annual Budget. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to Appoint Roger Bissen, Gervas Mgonja, Troy Schaben and Ashley Schleis to the Public Safety Project Committee. Roll call vote: AYES: Petersen, Nippert, Kroger, Kelly. NAYS: None. ABSTAIN: Lindberg, Schaben due to being on the committee. Motion carried.

Council reviewed the Amended Petition for Title to Abandoned Property at 1310 Willow Street. It was moved by Nippert and seconded by Kroger to Proceed with Amended Petition for Title to Abandoned Property and To Quiet Title at 1310 Willow Street. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Council reviewed the Order of Local Housing Official and Petition for Title to Abandoned Property at 1708 6<sup>th</sup> Street. It was moved by Lindberg and seconded by Kroger to proceed with Order of Local Housing Official and Petition for Title to Abandoned Property at 1708 6<sup>th</sup> Street. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

The Council reviewed the 2025 Street Maintenance bids.

Grimes Asphalt and Paving Corporation	\$266,523.75
Henningsen Construction, Inc	\$232,744.96
Omni Engineering	\$268,157.95
Western Engineering	\$274,824.50

It was moved by Petersen and seconded by Kroger to approve the following bid for the 2025 Street Maintenance – Henningsen Construction, Inc for \$232,744.96. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No 2600 – City of Harlan, Iowa Donation or Memorial Policy. Council Member Petersen seconded the motion. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Petersen and seconded by Lindberg to approve the Naming Rights Agreement. Roll call vote: AYES: Petersen, Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

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

There being no further business, the meeting was adjourned.

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Ashley Schleis, City Clerk

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Jay Christensen, Mayor

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

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
<b>AGRILAND FS</b>							
30507608	DIESELEX GOLD, SUREFLO IV, #2 ULTRA LS DYED, #1 ULTRA L	001-5-430-6331	826.51	.00			
32025	FUEL/MAR - AIRPORT	001-5-280-6331	67.05	.00			
32025	FUEL/MAR - STREETS	110-5-214-6331	2,335.36	.00			
32025	FUEL/MAR - FIRE	001-5-150-6331	512.98	.00			
32025	FUEL/MAR - WWTP	610-5-815-6331	607.02	.00			
32025	FUEL/MAR - PARKS	001-5-430-6331	211.41	.00			
32025	FUEL/MAR - CODE ENFORCEMENT	001-5-110-6331	119.72	.00			
Total AGRILAND FS:			4,680.05	.00			
<b>AMAZON CAPITAL SERVICES</b>							
1R9G-TV9W-K	AUDIO MATERIALS - LIBRARY	001-5-410-6507	278.22	.00			
1R9G-TV9W-K	BOOKS - LIBRARY	001-5-410-6505	254.09	.00			
1R9G-TV9W-K	PROGRAM SUPPLIES - LIBRARY	001-5-410-6490	101.05	.00			
1R9G-TV9W-K	ADULT PROGRAM SUPPLIES - LIBRARY	001-5-410-6491	45.96	.00			
1R9G-TV9W-K	OFFICE SUPPLIES - LIBRARY	001-5-410-6501	185.35	.00			
1R9G-TV9W-K	BUILDING SUPPLIES - LIBRARY	001-5-410-6310	175.78	.00			
1R9G-TV9W-K	CYBERPOWER MINI TOWER - LIBRARY	001-5-410-6419	180.06	.00			
Total AMAZON CAPITAL SERVICES:			1,220.51	.00			
<b>BAKER &amp; TAYLOR</b>							
2038946670	BOOKS - LIBRARY	001-5-410-6505	460.66	.00			
2038975366	BOOKS - LIBRARY	001-5-410-6505	185.60	.00			
2038975366	DIGITAL BOOKS - LIBRARY	170-5-410-6502	176.28	.00			
Total BAKER & TAYLOR:			822.54	.00			
<b>BAXTER LUMBER &amp; HARDWARE</b>							
18943	1X4X8 PINE - LIBRARY	001-5-410-6310	59.54	.00			
Total BAXTER LUMBER & HARDWARE:			59.54	.00			
<b>CAS COMPUTERS</b>							
11618	OFFICE 365/OCT/NOV/DEC/JAN/WEBROOT 23-24 - STREETS	110-5-214-6419	129.95	.00			
11620	CHANGE OF SEC PASSWORD - FIRE	001-5-150-6419	70.00	.00			
11639	OFFICE 365 ADMIN PORTAL - CLERK	001-5-620-6419	50.00	.00			
11639	OFFICE 365 ADMIN PORTAL - CITY ADMINISTRATOR	001-5-615-6419	25.00	.00			
11639	OFFICE 365 ADMIN PORTAL - GENERAL	001-5-699-6419	25.00	.00			
11640	OFFICE 365 ADMIN PORTAL - FIRE	001-5-150-6419	50.00	.00			
11640	OFFICE 365 ADMIN PORTAL - CODE ENFORCEMENT	001-5-110-6419	50.00	.00			
11641	OFFICE 365 ADMIN PORTAL - STREETS	110-5-214-6419	100.00	.00			
11642	OFFICE 365 ADMIN PORTAL - PARKS	001-5-430-6419	100.00	.00			
11644	OFFICE 365 ADMIN PORTAL - WWTP	610-5-815-6419	100.00	.00			
11648	OFFICE 365 ADMIN PORTAL - AIRPORT	001-5-280-6419	100.00	.00			
11649	SONIC WALL UPDATES - ACT. CTR	001-5-455-6419	70.00	.00			
Total CAS COMPUTERS:			869.95	.00			
<b>COMMUNITY 1ST CREDIT UNION</b>							
32025-9023	STAMPS - FIRE	001-5-150-6507	73.00	.00			
32025-9023	POSTAGE - FIRE	001-5-150-6507	11.40	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
32025-9023	8X11 FRAME SLOT - FIRE	001-5-150-6519	21.40	.00			
32025-9023	EMERGENCY LIGHT BATTERIES - FIRE	001-5-150-6546	89.85	.00			
32025-9023	YELLOW FIRE FIGHTER VEST - FIRE	001-5-150-6181	37.98	.00			
32025-9023	LITEBOX REPLACEMENT SWITCH W/BOOT - FIRE	001-5-150-6546	62.46	.00			
32025-9023	FIRE EXTINGUISHERS W/WALL BRACKETS - FIRE	001-5-150-6431	502.90	.00			
32025-9023	10-STEP ROLLING INDUSTRIAL LADDER - FIRE	001-5-150-6310	1,361.96	.00			
32025-9023	ICLOUD+W/200 GB - FIRE	001-5-150-6373	3.20	.00			
32025-9023	HEADLIGHT DIMMER SWITCH REPLACEMENT - FIRE	001-5-150-6332	32.34	.00			
32025-9023	ICLOUD+W/50 GB - FIRE	001-5-150-6373	1.06	.00			
Total COMMUNITY 1ST CREDIT UNION:			2,197.55	.00			
<b>CULLIGAN WATER COND ATLANTIC</b>							
32025	BOTTLED WATER/MAR - ACCT #18523 - WWTP	610-5-815-6310	22.40	.00			
Total CULLIGAN WATER COND ATLANTIC:			22.40	.00			
<b>DAKOTA SUPPLY GROUP</b>							
S104556048.0	RUBBER CK VALVE W/SS EXPANSION CLAMP - WWTP	610-5-818-6310	7,315.79	.00			
Total DAKOTA SUPPLY GROUP:			7,315.79	.00			
<b>EMPLOYEE BENEFIT SYSTEMS</b>							
32025-4	UNREIMBURSED EXPENSES	004-5-930-6185	142.40	.00			
Total EMPLOYEE BENEFIT SYSTEMS:			142.40	.00			
<b>FARM SERVICE CO-OP.</b>							
3856758	FUEL- PARKS	001-5-430-6331	45.29	.00			
3856761	FUEL- PARKS	001-5-430-6331	31.98	.00			
Total FARM SERVICE CO-OP.:			77.27	.00			
<b>FARMERS MUTUAL TELEPHONE</b>							
42025	PHONE & CABLE BUNDLE/APR - AIRPORT	001-5-280-6374	300.54	.00			
Total FARMERS MUTUAL TELEPHONE:			300.54	.00			
<b>FORREST KEELING NURSERY</b>							
SI-149133	NATIVE RED MAPLE TREES	001-5-210-6321	609.00	.00			
Total FORREST KEELING NURSERY:			609.00	.00			
<b>H.M.U.</b>							
32025-1	PHONE & INTERNET SERVICE/MAR - CITY HALL	001-5-620-6373	193.68	.00			
32025-1	CABLE/APR - CITY HALL/CITY FAC.	001-5-650-6374	127.94	.00			
32025-1	PHONE SERVICE/APR - FIRE	001-5-150-6373	129.98	.00			
32025-1	PHONE SERVICE/APR - CODE ENFORCEMENT	001-5-110-6373	25.50	.00			
32025-1	PHONE SERVICE/APR - DOG POUND/CITY FAC.	001-5-650-6373	104.99	.00			
32025-1	PHONE SERVICE/APR - PARKS/JJ JENSEN	001-5-430-6373	16.50	.00			
32025-1	PHONE SERVICE/APR - POOL	001-5-460-6373	54.53	.00			
32025-1	PHONE SERVICE/APR - STREET	110-5-214-6373	79.49	.00			
32025-1	PHONE & INTERNET SERVICE/APR - ACTIVITY CTR	001-5-455-6373	160.98	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
32025-1	PHONE SERVICE/APR - VET'S	001-5-470-6373	84.48	.00			
32025-1	PHONE & INTERNET SERVICE/APR - WWTP	610-5-815-6373	94.47	.00			
32025-1	PHONE & INTERNET SERVICE/APR - LIBRARY	001-5-410-6373	206.24	.00			
Total H.M.U.:			1,278.78	.00			
<b>HARLAN PUBLISHING, LLC</b>							
144368	THANK YOU CARDS - LIBRARY	001-5-410-6501	234.10	.00			
144369	PAPER - LIBRARY	001-5-410-6501	126.75	.00			
144370	DIGITAL MATERIALS - LIBRARY	001-5-410-6502	45.00	.00			
144371	SCAM PREVENTION SPEAKER - LIBRARY	001-5-410-6491	114.00	.00			
144372	DIGITAL MATERIALS - LIBRARY	001-5-410-6502	196.50	.00			
Total HARLAN PUBLISHING, LLC:			716.35	.00			
<b>IA ASSN OF MUNICIPAL UTILITIES</b>							
32961	ISEP QTRLY SAFETY TRAINING - APR- JUNE	001-5-699-6220	2,179.00	.00			
Total IA ASSN OF MUNICIPAL UTILITIES:			2,179.00	.00			
<b>IA DEPT. OF REVENUE-SALES/USE</b>							
32025	1ST QTR SALES TAX/JAN-MAR - SEWER #1-83-003966	610-4-815-4540	16.12	.00			
Total IA DEPT. OF REVENUE-SALES/USE:			16.12	.00			
<b>KEAST AUTO CENTER INC</b>							
SO# 237461	WHEEL ALIGNMENT - CODE ENFORCEMENT	001-5-110-6332	111.95	.00			
Total KEAST AUTO CENTER INC:			111.95	.00			
<b>KINGWOOD SERVICES LLC</b>							
25043	ELECTRICAL REPAIRS - WWTP	610-5-815-6311	369.37	.00			
Total KINGWOOD SERVICES LLC:			369.37	.00			
<b>KROGER &amp; SONS HAULING LLC</b>							
7673	GARBAGE HAULING/MAR- ACT CTR	001-5-455-6310	87.50	.00			
7692	GARBAGE HAULING/MAR - FIRE	001-5-150-6310	50.00	.00			
7699	GARBAGE HAULING/MAR - CITY HALL	001-5-650-6310	40.00	.00			
7719	GARBAGE HAULING/MAR - PARKS	001-5-430-6310	96.00	.00			
7733	GARBAGE HAULING/MAR - VETS	001-5-470-6310	140.00	.00			
Total KROGER & SONS HAULING LLC:			413.50	.00			
<b>LESLIE ASSMAN</b>							
42025	REFUND	001-5-460-6370	20.00	.00			
Total LESLIE ASSMAN:			20.00	.00			
<b>MICROBAC LABORATORIES INC</b>							
NT2502417	WASTEWATER TESTING/MAR - MONOGRAM	610-5-815-6458	699.00	.00			
NT2502418	WASTEWATER TESTING/MAR - WWTP	610-5-815-6458	2,693.50	.00			



Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total MICROBAC LABORATORIES INC:			3,392.50	.00			
<b>MIDAMERICA BOOKS</b>							
0061885	BOOKS- LIBRARY	001-5-410-6505	109.80	.00			
Total MIDAMERICA BOOKS:			109.80	.00			
<b>MUSICH, JEFF</b>							
42025	MEAL REIMBURSEMENT - STREETS	110-5-214-6230	16.04	.00			
Total MUSICH, JEFF:			16.04	.00			
<b>NAPA - HARLAN PARTS INC.</b>							
778272	22IN EXACTFIT-HBRD - STREETS	110-5-214-6332	45.98	.00			
778436	HALOGEN SEALED BEAMS - STREETS	110-5-214-6332	13.99	.00			
778520	AIR COMPRESSOR - FIRE	001-5-150-6310	61.99	.00			
778697	BRAKE CLNR/BRAKE PARTS CLNR - ACTIVITY CTR.	001-5-455-6310	7.78	.00			
779182	OIL DRY - STREETS	110-5-215-6310	119.50	.00			
779183	HYD HOSE FITTINGS/REEL - PARKS	001-5-430-6310	229.10	.00			
779184	HYD OIL - PARKS	001-5-430-6310	54.99	.00			
779211	HYD HOSE FITTINGS - STREETS	110-5-214-6332	81.29	.00			
779392	AIR CHUCK/ADAPTER/COUPLETER/BRAKE CLNR - STREETS	110-5-214-6310	54.71	.00			
779533	SWITCH - FIRE	001-5-110-6332	7.49	.00			
779889	HOSE CLAMP - FIRE	001-5-150-6332	2.49	.00			
779923	SOLENOID - WWTP	610-5-818-6310	57.99	.00			
779924	OIL DRY - STREETS	110-5-215-6310	23.90	.00			
Total NAPA - HARLAN PARTS INC.:			761.20	.00			
<b>O'REILLY AUTOMOTIVE INC.</b>							
0388-460218	WIPER BLADES - FIRE	001-5-150-6332	23.98	.00			
0388-460417	6PK PAPER/SEAT COVERS - PARKS	001-5-430-6310	67.98	.00			
Total O'REILLY AUTOMOTIVE INC.:			91.96	.00			
<b>PETERSEN, JESSE</b>							
42025	MEAL REIMBURSEMENT - STREETS	110-5-214-6230	16.04	.00			
Total PETERSEN, JESSE:			16.04	.00			
<b>PIGSLEY, SCOTT</b>							
4025-2	FBO CONTRACT - APRIL 2025 PYMT #2 - AIRPORT	001-5-280-6420	2,412.50	.00			
Total PIGSLEY, SCOTT:			2,412.50	.00			
<b>PROFESSIONAL VISION CARE</b>							
40523	EXAM & REFRACTION - STREET	110-5-212-6181	185.00	.00			
Total PROFESSIONAL VISION CARE:			185.00	.00			
<b>R &amp; S WASTE SYSTEMS INC</b>							
1964518	TRASH REMOVAL/MAR - AIRPORT	001-5-280-6374	57.15	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total R & S WASTE SYSTEMS INC:			57.15	.00			
<b>RACHEL MULLIN</b>							
42025	REFUND	001-5-460-6370	20.00	.00			
Total RACHEL MULLIN:			20.00	.00			
<b>RED OAK WELDING SUPPLIES INC.</b>							
RENT13547	CO2 RENTAL/MAR - CITY FAC./DOG POUND	001-5-190-6370	34.20	.00			
Total RED OAK WELDING SUPPLIES INC.:			34.20	.00			
<b>REGIONAL WATER</b>							
42025	WATER SERVICE/MAR - AIRPORT	001-5-280-6374	72.61	.00			
Total REGIONAL WATER:			72.61	.00			
<b>SHELBY CO. CHAMBER OF COMMERCE&amp;INDUSTRY</b>							
32025	HOTEL/MOTEL TAX PAYMENT MAR 2025	001-5-520-6497	2,093.73	.00			
Total SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY:			2,093.73	.00			
<b>SHELBY COUNTY AUDITOR</b>							
42025	GIS MAPPING COORDINATOR/SHELBY CTY FY 2025	001-5-699-6379	12,500.00	.00			
Total SHELBY COUNTY AUDITOR:			12,500.00	.00			
<b>SHELBY COUNTY SOLID WASTE</b>							
42025	LANDFILL ASSESSMENT FY 2024 - 2025 PYMT #4	001-5-290-6422	18,348.75	.00			
Total SHELBY COUNTY SOLID WASTE:			18,348.75	.00			
<b>SHELBY COUNTY SOLID WASTE AGENCY</b>							
409331	GARBAGE - POOL	001-5-460-6310	13.00	.00			
Total SHELBY COUNTY SOLID WASTE AGENCY:			13.00	.00			
<b>SIMPSON, STEVEN</b>							
42025	MEAL REIMBURSEMENT - STREETS	110-5-214-6230	16.04	.00			
Total SIMPSON, STEVEN:			16.04	.00			
<b>SNYDER &amp; ASSOCIATES INC</b>							
124.1461.01-2	CONSTRUCTION DOCUMENTS DREAM PLAYGROUND	371-5-430-6407	5,320.00	.00			
125.0179.09-2	TOPO & DESIGN SERVICES	110-5-210-6462	7,500.00	.00			
Total SNYDER & ASSOCIATES INC:			12,820.00	.00			
<b>STATE HYGIENIC LABORATORY</b>							
297830	LAB TESTING - WWTP	610-5-815-6458	560.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total STATE HYGIENIC LABORATORY:			560.00	.00			
<b>STUDER HARLAN DO IT BEST HDWR</b>							
A453285	60 LB CONCRETE MIX - STREETS	110-5-215-6310	59.94	.00			
A453668	SINGLE CUT KEY - WWTP	610-5-815-6310	9.95	.00			
A453830	SUPPLIES - LIBRARY	001-5-410-6310	62.38	.00			
A453837	GORILLA GLUE/WOOD PUTTY/TAPE - LIBRARY	001-5-410-6310	21.17	.00			
A453881	VINYL TUBING - WWTP	610-5-815-6458	80.32	.00			
A454083	KEY TAGS - WWTP	610-5-815-6310	7.99	.00			
A454921	BATTERIES - PARKS	001-5-430-6310	11.69	.00			
B496276	GORILLA TAPE/MASKING TAPE - PARKS	001-5-430-6310	32.67	.00			
Total STUDER HARLAN DO IT BEST HDWR:			286.11	.00			
<b>TRAVIS, JOSH</b>							
42025	MEAL REIMBURSEMENT	110-5-214-6230	18.00	.00			
42025-1	MEAL REIMBURSEMENT - STREETS	110-5-214-6230	16.04	.00			
Total TRAVIS, JOSH:			34.04	.00			
<b>TRAVIS, MARVIN</b>							
42025	MEAL REIMBURSEMENT - STREETS	110-5-214-6230	16.04	.00			
Total TRAVIS, MARVIN:			16.04	.00			
<b>TROOP 90</b>							
32025	FLAGS ON ALL 4 CORNERS/PATRIOTISM HOLIDAYS - ACTIVITY	001-5-455-6310	200.00	.00			
Total TROOP 90:			200.00	.00			
<b>UNITYPOINT CLINIC</b>							
262797	DRUG SCREEN - GENERAL	001-5-699-6186	42.00	.00			
Total UNITYPOINT CLINIC:			42.00	.00			
<b>VEENSTRA &amp; KIMM INC</b>							
10986-6	2024 SEWER PROJECT - ENGINEERING FEES	398-5-815-6407	792.50	.00			
Total VEENSTRA & KIMM INC:			792.50	.00			
<b>VERIZON WIRELESS</b>							
6109310083	BROADBAND/HOTSPOT SERVICE - LIBRARY	001-5-410-6419	124.50	.00			
Total VERIZON WIRELESS:			124.50	.00			
<b>VISUAL EDGE IT, INC.</b>							
24AR2571170	COPIER CONTRACT MAINT. - FIRE	001-5-150-6507	49.13	.00			
Total VISUAL EDGE IT, INC.:			49.13	.00			
<b>WELLS FARGO FINANCIAL LEASING INC</b>							
5033846354	LEASE PAYMENT & OVERAGE - LIBRARY	001-5-410-6419	390.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Peri
	Total WELLS FARGO FINANCIAL LEASING INC:		390.00	.00			
	Grand Totals:		78,877.45	.00			

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Report Criteria:

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

Amount Paid

Total LAW/CODE ENFORCEMENT:  
314.66  
Total FIRE:  
3,148.10  
Total ANIMAL CONTROL:  
34.20  
Total STREETS:  
609.00  
Total AIRPORT:  
3,009.85  
Total LANDFILL:  
18,348.75  
Total LIBRARY:  
3,556.75  
Total PARKS/RECREATION:  
1,724.12  
Total ACTIVITY CENTER:  
526.26  
Total SWIMMING POOL:  
107.53  
Total VETERAN'S MEMORIAL AUDITORIUM:  
224.48  
Total :  
2,093.73  
Total CITY ADMINISTRATOR:  
25.00  
Total CITY CLERK:  
243.68  
Total CITY FACILITIES:  
272.93  
Total GENERAL GOVERNMENT:  
14,746.00  
Total STREET CONSTRUCTION:  
48,985.04  
Total FLEXIBLE BENEFITS FUND:  
142.40  
Total FLEXIBLE BENEFITS FUND:  
142.40  
Total STREET/SIDEWALK CONSTRUCTION:  
7,500.00  
Total STREET ADMINISTRATION:  
185.00  
Total STREET OPS/EQUIPMENT:  
2,938.97  
Total STORM SEWER MAINTENANCE:  
203.34  
Total ROAD USE TAX FUND:  
10,827.31  
Total LIBRARY TRUST:  
176.28  
Total LIBRARY TRUST FUND:  
176.28  
Total DREAM PLAYGROUND PROJECT:  
5,320.00  
Total DREAM PLAYGROUND PROJECT:  
5,320.00  
Total :  
792.50

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Amount Paid

Total 2024 SANITARY SEWER REHAB PROJ:  
792.50

Total SEWER PLANT:  
16.12

Total WWTP:  
5,244.02

Total WWTP LINES:  
7,373.78

Total SEWER FUND:  
12,633.92

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Grand Totals:  
78,877.45

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Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

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**RESOLUTION NO. 2601**

**RESOLUTION ADOPTING THE CITY OF HARLAN ANNUAL BUDGET  
FOR FISCAL YEAR ENDING JUNE 30, 2026**

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

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

**WHEREAS** the Notice of Public Hearing Budget Estimate was published on April 4, 2025; and

**WHEREAS** the Harlan City Council did hold a public hearing concerning the budget for the 2025-2026 fiscal year on April 15, 2025.

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

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the City Council of the City of Harlan, Iowa that they do hereby approve the budget for the 2025-2026 fiscal year as attached in the budget forms.

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

**BE IT FURTHER RESOLVED**, by the City Council of Harlan, Iowa that the City Clerk is directed to submit these forms to the Shelby County Auditor on or before April 30, 2025.

PASSED AND APPROVED this 15<sup>th</sup> day of April 2025.

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Jay Christensen, Mayor

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ATTEST: Ashley Schleis, City Clerk

Personnel & Finance Committee of the City of Harlan, Iowa – March 31, 2025

The Personnel & Finance Committee met on Monday, March 31, 2025, at 5:00 P.M. in the City Council Chambers, 711 Durant Street, Harlan, Iowa.

\*De-notes participating electronically via Zoom meeting

Present: Chairperson Kyle Lindberg, Aaron Nippert, Jenney Kelly

Absent: None

Also Present: City Clerk/Finance Director Ashley Schleis, Deputy City Clerk Jennifer Malone, City Administrator Gervas Mgonja, Troy Schaben, Sharon Kroger, Glenn Carlson, Roger Bissen, Tim Miller, Kelli Miller

Lindberg called the meeting to order.

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

No conflicts of interest were stated.

It was moved by Nippert and seconded by Kelly to approve the minutes from the December 11, 2024 meeting. The motion carried unanimously.

Discussion was held on comp-time. It was moved by Lindberg and seconded by Nippert to recommend to council to remove the last sentence of the second bullet on page 14 of the City of Harlan handbook "If Compensatory time is accrued, it cannot be used until the next seven (7) day period." The motion carried unanimously.

There being no further discussion, the Committee adjourned.

Ashley Schleis  
City Clerk

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



## HARLAN PARKS & RECREATION BOARD – APRIL 8, 2025

The Harlan Parks & Recreation Board met on Tuesday, April 8, 2025, at 12:00 P.M. in the City Council Chambers and electronically via Zoom.

Present: LaDonna Havick @ 12:05, Jeff Moser, Todd Berndt, Nic Christensen,

Absent: Sara Poepsel

Present Electronically: Troy Schaben

Also Present: Tim Miller, Susan Brammann, Ashley Schleis, Gervas Mgonja, Jennifer Kelly

The meeting was called to order by Berndt. It was moved by Christensen and seconded by Moser to approve the agenda as presented. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by Moser and seconded by Christensen to approve the minutes of the March 11, 2025, meeting. Motion carried unanimously.

### Superintendent Report – updates provided by Tim Miller

- Little League Restrooms – Most of the bathrooms are in working order and are ready.
- Pool Pass Sale & Roof – Pool Pass sale is underway, and roof was replaced on pumphouse and bathhouse.
- JJ Jensen Staff – Still needing staff. Will be putting an ad in the newspaper for help.

Monthly Financials – Pool & Parks (Information Only) – FY financials were provided for review

JJ Light Poles Report – We currently have 2 bids for light poles. Not ready to propose a fix at this time.

JJ Lighting Bids – It was moved by Christensen and seconded by Moser to engage with MUSCO further. Motion carried unanimously.

JJ Jensen Naming Rights – Currently working with a donor for naming rights at JJ Jensen.

River Access Project – No update, still slated for a June letting.

Grandma B's Dream Playground – Successful fundraiser in March. Puzzles, Pints, and Playground Dreams held at Goozman's Westside Lounge raised over \$4000.00. A lot of work went into this fundraiser. A big Thank You to Pizza Ranch and Goozman's Westside Lounge.

High School Request to Help Pay for Fencing – It was moved by Moser and seconded by Havick to decline request to help pay for bullpen fencing. Motion carried unanimously.

Parks Planning Document (Update & Discussion) No Update or Discussion

### Grants Overview & Update –

- ~~a) Shelby County Community Foundation (SCCF Spring Grant – Due February 1, 2024~~
- b) Iowa West Foundation – 3 cycles per year; Letter of inquiry period January, May, and Sept 1st; Application Due January, May, and Sept 15th
- c) Monogram Grant – April 2025 (Basketball Goals) Plan to discuss further in April
- d) ~~Wellmark MATCH Grants – no longer offers~~
- e) IPRA Mini Grant – Due end of January (\$1,000)

Other Business: Tim brought up that there are terms set to expire in July of 2025. Moser stated he would do another term. Berndt brought up outside teams wanting to practice at JJ Jensen. Outside teams can practice at JJ Jensen, however, they will have to schedule practices around Harlan Little League.

The next meeting will be on **Tuesday, May 13, 2025**, at noon in the Council Chambers.

There being no further business, the meeting adjourned.

*Susan E. Brammann*

Susan E. Brammann, Recording Secretary

*These minutes are subject to Board approval at the next regular meeting.*

**SHELBY COUNTY AMBULANCE COMMISSION- April 10, 2025.**

The Shelby County Ambulance Commission held a meeting on Thursday, April 10<sup>th</sup>, 2025, at 12:00 P.M at Myrtue Board Room.

Seven Member Commission – Voting Members:

Present:

Barry Jacobsen (Hospital CEO)  
Jay Christensen (Harlan City Representative)  
Gervas Mgonja (City Administrator)  
Dr. Scott Markham (Trauma Service Director)  
Jeanine Larsen (Hospital Board Member)  
Shelby County Board of Supervisors (Mike Kolbe)

**Absent:**

Neil Gross (Shelby County EMA President)

Also Present: Kristy Hansen (Hospital CFO), Marcus Gross (County Attorney)

The meeting was called to order at 12:00 p.m. by **Barry Jacobsen. Larsen** made a motion, seconded by **Christensen**, to approve the agenda. Motion carried **unanimously**.

Conflict of Interest are to be stated if, and when applied. **None Stated.**

**Markham** made a motion, seconded by **Larsen**, to approve the minutes of April 3<sup>rd</sup>, 2024. Motion carried unanimously.

Standing members of the Ambulance Commission were reviewed, **Markham** made a motion, seconded by **Christensen** to approve members. Motion carried unanimously.

Kristi Hansen reviewed the year-to-date financial report through **June 30<sup>th</sup>** for the Ambulance Commission. **Markham** made a motion, seconded by **Larsen**, to approve the Financial Report. Motion carried unanimously.

Review Shelby County Ambulance Service Operations & Financials Performance (Discussion Only) **Jacobsen** reported that the Shelby County Ambulance Service's operations and financial performance are strong, with sufficient cash flow to support services, tax revenues are coming in; additionally, the Shelby County Ambulance Service is in the process of hiring a new Director and will be interviewing three strong candidates next week.

Approval to Amend Ambulance Commission of Shelby County Joint Agreement.

**Larsen** made a motion, seconded by **Christensen** to Amend Ambulance Commission of Shelby County Joint Agreement.

Larson made a motion, seconded by Mgonja

**Larson** made a motion, seconded by **Mgonja** for Approval of Dissolution of Ambulance Commission, Transfer Title of Two Ambulances to Shelby County and the Distribution of the Remaining Assets of the Commission.

There being no further business.

Gervas Mgonja, Reporting Secretary

These minutes, recorded by the Secretary, serve as the final record of the commission, which is now officially dissolved with no further meetings scheduled.