

COMING EVENTS

MONDAY, JULY 1

FIRE DEPT TRAINING
7:00 PM Fire Department

TUESDAY, JULY 2

CITY COUNCIL MEETING
5:15 PM Council Chambers

MONDAY, JULY 8

LIBRARY BOARD MEETING
5:00 PM Library Meeting Room

TUESDAY, JULY 9

PARK & REC MEETING
12:00 PM Council Chambers

THURSDAY, JULY 11

HMU ELECTRONIC BOARD MEETING
4:00 PM HMU

FRIDAY, JULY 12

VETS COMMISSION MEETING
12:30 AM Vets Auditorium

MONDAY, JULY 15

FIRE DEPT MEETING
7:00 PM Fire Department

TUESDAY, JULY 16

CITY COUNCIL MEETING
5:15 PM Council Chambers

THURSDAY, JULY 25

HMU BOARD MEETING
4:00 PM HMU

WEDNESDAY, JULY 31

AIRPORT COMMISSION MEETING
7:00 AM Harlan Airport



AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, JULY 2, 2024, 5:15 P.M

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

To participate by audio internet connection:

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

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

1. OPENING BUSINESS

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

2. CONSENT AGENDA

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

- A. Minutes of the 06-18-2024 Council meeting
- B. Claims List No. 1317 in the amount of \$549,792.42
- C. New Fire Department Member Mitchell Leinen

3. PUBLIC HEARING/PRESENT TO BE HEARD

4. OTHER BUSINESS

- A. Resolution 2570 – Ordering Construction of Certain Public Improvements, Approving Preliminary Plans, and Fixing A Date For Hearing Thereon and Taking of Bids Therefor (*Roll Call Vote*)
- B. Receive and file Streets, Alleys, Sidewalks Committee minutes from 06/25/2024 (*Roll Call Vote*)
 - 1. Allow curb cutting and a drive entrance request of 16’ at 1122 6th Street (*Roll Call Vote*)
- C. Review HHPC Downtown Upper Story & Façade Grant Completion and Award Request for 919 7th Street. \$16,277.65 (*Roll Call Vote*)

5. OTHER REPORTS

- A. City Administrator’s Report
- B. Mayor’s Report
- C. Shelby County Chamber of Commerce & Industry Update
- D. Harlan Municipal Utilities Update
- E. Public Comments

6. ADJOURN

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 June, 2024. The meeting was called to order by Troy Schaben, Mayor Pro-Tem and the following Council members were:

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

ABSENT: None

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

The Mayor Pro-Tem 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 06/04/2024 Council meeting
- B. Claims List No. 1316 in the amount of \$246,418.63
- C. Expenditure & Revenue reports for the month of May 2024
- D. HMU Sewer & Landfill Reconciliation Report for May 2024
- E. Sheriff's Statistical Report for May 2024
- F. Renewal Application for Harlan Golf And Country Club, Class C Retail Alcohol License
- G. Approval of FY 2024/2025 Cigarette-Tobacco-Nicotine-Vapor Permits
- H. Review Updated Council Committees and Liaisons for 2024/2025

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

It was moved by Kroger and seconded by Kelly to approve the Joint Participation Agreement between the City of Harlan and SWIPCO for SWITA Service 07/01/2024 through 06/30/2025. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to approve the parade permit from Shelby County Fair Corp. for Thursday, July 11, 2024. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor Pro-Tem presented his report.

It was moved by Petersen and seconded by Kroger to appoint Julie Olson to the Board of Adjustment for a 5-year term to expire 07/01/2029. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Nippert to appoint Paul Simpson to the Library Board for a 4-year term to expire 07/01/2028. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Updates were presented by the Shelby County Chamber of Commerce & Industry, Harlan Municipal Utilities, and the Shelby County Sheriff's Department.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Troy Schaben, Mayor Pro-Tem

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
ACCO							
0243073-IN	POOL CHEMICALS - POOL	001-5-460-6458	3,261.00	3,261.00	06/20/2024		6/20/2024
0243218-IN	POOL SAFETY SIGNS - POOL	001-5-460-6510	235.97	.00			
0243622-IN	CHEMICALS & SUPPLIES - POOL	001-5-460-6458	3,058.35	.00			
0243675-IN	CHEMTROL ORP/PH PROBES/SAFETY SWITCH - POOL	001-5-460-6458	2,311.11	.00			
0243838-IN	6-1/2' R/W VINYL UMBRELLA - POOL	001-5-460-6310	152.94	.00			
Total ACCO:			9,019.37	3,261.00			
AGRI DRAIN CORP.							
0658597-IN	18"X20' GOLD FLOW PIPE WT - STREETS	110-5-215-6310	918.00	.00			
Total AGRI DRAIN CORP.:			918.00	.00			
ALPHA & OMEGA							
10821	POOL HOUSE PIT/HOLDING TANKS REPAIR AND PARTS - POO	001-5-460-6310	5,038.27	.00			
10823	TOILET REPAIR/RE-INSTALL FLUSH VALVE - POOL	001-5-460-6310	189.68	.00			
10824	WOMEN'S TOILET REPAIR - POOL	001-5-460-6310	300.33	.00			
10880	INSTALL TWO URINALS AND FIX WATER LINE - POOL	001-5-460-6310	1,232.94	.00			
10892	DEPOSIT FOR NEW A/C FOR PD SIDE	001-5-110-6310	10,500.00	10,500.00	06/28/2024		6/28/2024
Total ALPHA & OMEGA:			17,261.22	10,500.00			
BAKER & TAYLOR							
2038354655	BOOKS - LIBRARY	001-5-410-6505	125.26	125.26	06/25/2024		6/25/2024
Total BAKER & TAYLOR:			125.26	125.26			
BAXTER LUMBER & HARDWARE							
6201	BRONZE DOWNSPOUT	001-5-150-6310	105.42	105.42	06/20/2024		6/20/2024
6357	RETURN ITEMS - PARKS	001-5-430-6310	15.75	15.75	06/20/2024		6/20/2024
7569	TAN SIDING - STREETS	110-5-214-6310	65.32	65.32	06/20/2024		6/20/2024
7580	DRYING BED ROOF REPAIR SUPPLIES - WWTP	610-5-815-6311	70.92	70.92	06/20/2024		6/20/2024
Total BAXTER LUMBER & HARDWARE:			225.91	225.91			
BLACKSTONE PUBLISHING							
2159065	AUDIO BOOKS - LIBRARY	001-5-410-6507	81.88	81.88	06/25/2024		6/25/2024
Total BLACKSTONE PUBLISHING:			81.88	81.88			
BOBCAT OF OMAHA							
CM10493	PARTS - PARKS	001-5-430-6310	121.19	.00			
Total BOBCAT OF OMAHA:			121.19	.00			
BOMGAARS							
22274742	SPRING WATER - PARKS	001-5-430-6310	10.77	.00			
22275835	FANCY ANNUALS/PERENNIALS/GRASS/MIRACLE GRO - LIBRA	001-5-410-6310	58.89	.00			
22277625	DIESEL EXHAUST FLUID - AIRPORT	001-5-280-6332	9.99	.00			
22278272	PUMP PARTS - FIRE	001-5-150-6332	53.64	.00			
22278502	BULK BOLTS - STREETS	110-5-214-6310	2.60	.00			
22279227	PLANT SUPPLIES - WWTP	610-5-815-6310	97.14	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
22279661	BULK BOLTS/SQAURE U-BOLT - WWTP	610-5-815-6350	8.31	.00			
22282213	QUICK LINK/BUNGEY CORD/DRINKING WATER - PARKS	001-5-430-6310	23.15	.00			
22282223	STANLEY HOSE W/NOZZL - POOL	001-5-460-6310	99.98	.00			
22282403	KOOL POPS - PARKS	001-5-430-6310	5.98	.00			
22282711	KEY/FASTENERS - PARKS	001-5-430-6310	5.96	.00			
22283394	PACKING TAPE/FASTENERS/THREADED ROD - WWTP	610-5-818-6310	72.07	.00			
22283683	SPRING WATER/SAWZALL BLADE - PARKS	001-5-430-6310	29.96	.00			
22284293	DIESEL FLUID - AIRPORT	001-5-280-6332	12.99	.00			
22284364	DOG TREATS - DOG POUND	001-5-190-6370	37.87	.00			
22286096	SUPPLIES - WWTP	610-5-815-6310	28.74	.00			
22286897	DIESEL CLEANER/OIL - CITY FACILITIES	001-5-650-6332	73.48	.00			
22286954	FLY RIBBON/INSTANT POST CEMENT - STREETS	110-5-214-6310	43.96	.00			
22287064	TOOLS FOR SERVICE TRUCK - WWTP	610-5-815-6350	1,385.82	.00			
22287152	CABLE TIES - PARKS	001-5-430-6310	9.99	.00			
22289238	PERIMETER PLANT FENCE SUPPLIES - WWTP	610-5-815-6310	652.18	.00			
22289291	DOOR STOP/DRILL BIT SET - WWTP	610-5-815-6310	38.68	.00			
22289373	WEED KILLER - AIRPORT	001-5-430-6310	19.99	.00			
22289861	AMINE SPRAY - WWTP	610-5-815-6310	59.99	.00			
22289882	SPRING WATER - PARKS	001-5-430-6310	3.19	.00			
22290059	TIRE REPAIR - CITY FACILITIES	001-5-650-6332	6.99	.00			
22290327	ELECTRICAL TAPE - WWTP	610-5-815-6332	15.90	.00			
22290402	INSECT CONTROL - STREETS	110-5-214-6310	16.99	.00			
22290862	LOADED BALL MOUNT - FIRE	001-5-150-6332	36.99	.00			
22291079	DUST PAN - PARKS	001-5-430-6310	15.99	.00			
Total BOMGAARS:			2,938.18	.00			
BOYSEN LAUNDRY SERVICE							
2631	ANIMAL CONTROL BLANKETS - DOG PARK	001-5-190-6370	64.20	.00			
Total BOYSEN LAUNDRY SERVICE:			64.20	.00			
BROAD REACH BOOKS							
ARU0373353	BOOKS - LIBRARY	001-5-410-6505	89.88	89.88	06/25/2024		6/25/2024
Total BROAD REACH BOOKS:			89.88	89.88			
CARDINAL SUPPLIES & FRESHENERS							
3787	PAPER TOWELS/TP - PARKS	001-5-430-6310	302.84	.00			
Total CARDINAL SUPPLIES & FRESHENERS:			302.84	.00			
CORE-MARK MIDCONTINENT INC							
1632266	CONCESSION SUPPLIES - POOL	001-5-460-6560	1,431.16	1,431.16	06/20/2024		6/20/2024
1644838	CONCESSION SUPPLIES - POOL	001-5-460-6560	738.25	.00			
Total CORE-MARK MIDCONTINENT INC:			2,169.41	1,431.16			
CULLIGAN WATER COND ATLANTIC							
62024	BOTTLED WATER/JUNE - ACCT #18523 - WWTP	610-5-815-6310	100.00	.00			
Total CULLIGAN WATER COND ATLANTIC:			100.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
CYBRARIAN CORPORATION							
09-97517	FY24/25 CONTRACT - LIBRARY	001-5-410-6419	749.95	.00			
Total CYBRARIAN CORPORATION:			749.95	.00			
DEMCO							
7494860	OFFICE SUPPLIES - LIBRARY	001-5-410-6501	290.43	290.43	06/25/2024		6/25/2024
7494869	OFFICE SUPPLIES - LIBRARY	001-5-410-6501	84.38	84.38	06/25/2024		6/25/2024
Total DEMCO:			374.81	374.81			
EMERGENCY APPARATUS							
130851	ENGINE #31 PRESSURE GOVERNOR DISPLAY REPAIR - FIRE	001-5-150-6332	4,710.11	4,710.11	06/28/2024		6/28/2024
Total EMERGENCY APPARATUS:			4,710.11	4,710.11			
EMPLOYEE BENEFIT SYSTEMS							
62024-2	UNREIMBURSED EXPENSES	004-5-930-6185	2.18	2.18	06/25/2024		6/25/2024
62024-3	UNREIMBURSED EXPENSES	004-5-930-6185	108.95	108.95	06/28/2024		6/28/2024
72024	GROUP INS. PREMIUMS/JULY - CODE ENFORCEMENT	001-5-110-6150	1,515.10	1,515.10	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - LIBRARY	001-5-410-6150	2,975.10	2,975.10	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - ACT. CTR	001-5-455-6150	.46	.46	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - VET'S	001-5-470-6150	.46	.46	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - CITY FAC.	001-5-650-6150	3,000.83	3,000.83	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - CLERK	001-5-620-6150	3,674.41	3,674.41	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - CITY ADM.	001-5-615-6150	1,515.10	1,515.10	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - FIRE	001-5-150-6150	1,515.10	1,515.10	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - STREET	001-5-212-6150	2,791.78	2,791.78	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - STREET 110	110-5-212-6150	4,555.00	4,555.00	06/20/2024		6/20/2024
72024	GROUP INS. PREMIUMS/JULY - WWTP	610-5-815-6150	6,272.00	6,272.00	06/20/2024		6/20/2024
Total EMPLOYEE BENEFIT SYSTEMS:			27,926.47	27,926.47			
GAWLEY TIRE AND REPAIR INC							
55771	NEW TIRES FOR TRUCK - WWTP	610-5-815-6332	1,080.00	1,080.00	06/20/2024		6/20/2024
Total GAWLEY TIRE AND REPAIR INC:			1,080.00	1,080.00			
HARLAN VETERINARY ASSOCIATES							
631460	VET BILL - ANIMAL CONTROL	001-5-190-6517	322.52	.00			
Total HARLAN VETERINARY ASSOCIATES:			322.52	.00			
HOLMES MURPHY AND ASSOC INC							
776814	HMA CONSULT FEE/JUL - CITY	001-5-699-6150	478.66	478.66	06/25/2024		6/25/2024
Total HOLMES MURPHY AND ASSOC INC:			478.66	478.66			
HY-VEE FOOD STORE							
0050	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	46.75	.00			
0053	PROGRAMS - LIBRARY	001-5-410-6490	20.99	.00			
0220	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	105.12	.00			
0264	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	195.57	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
0308	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	40.47	.00			
322365	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	21.40	.00			
351521	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	133.31	.00			
3694657	POOL TEST SAMPLE SHIPPING - POOL	001-5-460-6310	15.52	.00			
384894	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	25.30	.00			
473157	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	141.35	.00			
543354	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	139.83	.00			
612641	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	39.89	.00			
623715	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	55.80	.00			
932535	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	259.01	.00			
995986	POOL CONCESSION SUPPLIES - POOL	001-5-460-6560	40.96	.00			
Total HY-VEE FOOD STORE:			1,281.27	.00			
IOWA DEPT. OF INSPECTIONS & APPEALS							
42024-1	LATE FEE FOR LICENSE EXPIRATION	001-5-460-6310	30.00	30.00	06/20/2024		6/2024
Total IOWA DEPT. OF INSPECTIONS & APPEALS:			30.00	30.00			
IOWA LEAGUE OF CITIES							
102311	ANNUAL MEMBER DUES 2024-2025	001-5-699-6220	2,982.00	.00			
Total IOWA LEAGUE OF CITIES:			2,982.00	.00			
John Kevin Dolan							
62024	BOOKS - LIBRARY	001-5-410-6505	20.00	20.00	06/25/2024		6/2024
Total John Kevin Dolan:			20.00	20.00			
KCH ASBESTOS LLC							
000151	ASBESTOS SAMPLES - FIRE	001-5-150-6428	175.00	175.00	06/20/2024		6/2024
000152	ASBESTOS SAMPLES - FIRE	001-5-150-6428	200.00	200.00	06/20/2024		6/2024
Total KCH ASBESTOS LLC:			375.00	375.00			
KIRKHAM MICHAEL							
95850	FY2023 AIRPORT LAYOUT PLAN	368-5-280-6407	14,566.72	14,566.72	06/20/2024		6/2024
Total KIRKHAM MICHAEL:			14,566.72	14,566.72			
MALONE, JENNIFER							
62024	MPI TRAVEL REIMBURSEMENT - J MALONE	001-5-620-6230	253.44	253.44	06/28/2024		6/2024
Total MALONE, JENNIFER:			253.44	253.44			
MASTERCARD/TOWN & COUNTRY							
52024-10	BAR SUPPLIES - VET'S	001-5-470-6548	330.51	330.51	06/28/2024		6/2024
52024-10	SERVICE FEES - VETS	001-5-470-6548	2.72	2.72	06/28/2024		6/2024
52024-8	POSTAGE - GENERAL	001-5-699-6508	408.00	408.00	06/25/2024		6/2024
Total MASTERCARD/TOWN & COUNTRY:			741.23	741.23			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
MIDWEST LABORATORIES, INC							
1175980	TESTING SUPPLIES - WWTP	610-5-815-6458	154.96	154.96	06/28/2024		6/28/2024
1175980	CREDIT TESTING SUPPLIES - WWTP	610-5-815-6458	117.86-	117.86-	06/28/2024		6/28/2024
1180356	TESTING SUPPLIES - WWTP	610-5-815-6458	839.84	839.84	06/28/2024		6/28/2024
1180356	CREDIT TESTING SUPPLIES - WWTP	610-5-815-6458	117.86-	117.86-	06/28/2024		6/28/2024
1185052	TESTING - WWTP	610-5-815-6458	227.94	227.94	06/28/2024		6/28/2024
62024	TESTING SUPPLIES - WWTP	610-5-815-6458	73.02	73.02	06/28/2024		6/28/2024
Total MIDWEST LABORATORIES, INC:			1,060.04	1,060.04			
MOORES PORTABLES, PUMPING & UNDERGROUND							
31440	HANDICAP PORTAPOT SERVICE - PARKS	001-5-430-6310	480.00	.00			
Total MOORES PORTABLES, PUMPING & UNDERGROUND:			480.00	.00			
MURPHY HEAVY CONTRACTING INC							
2815	LUMP SUM BRIDGE IN HARLAN ON 4TH STREET - STREETS	001-5-212-6370	4,000.00	4,000.00	06/25/2024		6/25/2024
2815	LUMP SUM BRIDGE IN HARLAN ON 4TH STREET - STREETS	110-5-210-6763	17,000.00	17,000.00	06/25/2024		6/25/2024
2815-1	LUMP SUM BRIDGE IN HARLAN ON 4TH STREET - STREETS	110-5-210-6763	15,975.53	.00			
2815-1	LUMP SUM BRIDGE IN HARLAN ON 4TH STREET - STREETS	005-5-515-6410	145,374.47	.00			
Total MURPHY HEAVY CONTRACTING INC:			182,350.00	21,000.00			
PIGSLEY, SCOTT							
62024-1	FBO CONTRACT - JUNE 2024 PYMT #2 - AIRPORT	001-5-280-6420	2,412.50	2,412.50	06/28/2024		6/28/2024
Total PIGSLEY, SCOTT:			2,412.50	2,412.50			
PRAIRIE ROSE SIGN & CANOPY							
9656-4	WELCOME SIGN PROJECT - MATERIAL PMT #2	362-5-510-6410	63,069.87	63,069.87	06/20/2024		6/20/2024
9656-4	WELCOME SIGN PROJECT - MATERIAL PMT #2	001-5-515-6496	7,000.13	7,000.13	06/20/2024		6/20/2024
9656-4-1	WELCOME SIGN PROJECT - MATERIAL PMT #3	362-5-510-6410	18,080.00	.00			
Total PRAIRIE ROSE SIGN & CANOPY:			88,150.00	70,070.00			
RED OAK WELDING SUPPLIES INC.							
RENT12796	CYLINDER RENT - DOG POUND/MAY	001-5-190-6370	34.20	.00			
Total RED OAK WELDING SUPPLIES INC.:			34.20	.00			
RELIANCE STANDARD							
72024	LIFE & DISABILITY INS./JUL - CODE ENFORCEMENT	001-5-110-6150	22.70	22.70	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - LIBRARY	001-5-410-6150	52.34	52.34	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - ACT. CTR	001-5-455-6150	13.95	13.95	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - VET'S	001-5-470-6150	13.96	13.96	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - CITY FAC.	001-5-650-6150	56.26	56.26	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - CLERK	001-5-620-6150	63.93	63.93	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - CITY ADMIN.	001-5-615-6150	56.98	56.98	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - FIRE	001-5-150-6150	38.63	38.63	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JUL - STREET	001-5-212-6150	64.61	64.61	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JUL - STREET 110	110-5-212-6150	105.42	105.42	06/20/2024		6/20/2024
72024	LIFE & DISABILITY INS./JULY - WWTP	610-5-815-6150	91.98	91.98	06/20/2024		6/20/2024

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total RELIANCE STANDARD:			580.76	580.76			
ROSMANN, ELLEN							
2023USF-008	HHPC GRANT FUNDS RELEASED	147-5-530-6416	16,277.65	16,277.65	06/20/2024		6/2024
Total ROSMANN, ELLEN:			16,277.65	16,277.65			
S.W. IA PLANNING COUNCIL							
1862-1	CDBG APPLICATION - WASTEWATER	005-5-515-6407	1,034.00	.00			
62024	TAX/BUS SUPPORT	001-5-699-6494	5,000.00	.00			
Total S.W. IA PLANNING COUNCIL:			6,034.00	.00			
SALVO DEREN SCHENCK SWAIN & ARGOTSINGER							
62024	PROFESSIONAL SERVICES - ATT FEES	001-5-515-6411	176.00	176.00	06/20/2024		6/2024
62024	PROFESSIONAL SERVICES - ATT FEES	001-5-640-6411	192.00	192.00	06/20/2024		6/2024
Total SALVO DEREN SCHENCK SWAIN & ARGOTSINGER:			368.00	368.00			
SAMANTHA RETZLOFF							
62024	ENTERTAINMENT CONTRACT - LIBRARY	170-5-410-6502	450.00	450.00	06/25/2024		6/2024
Total SAMANTHA RETZLOFF:			450.00	450.00			
SCHLEIS, ASHLEY							
62024	MILEAGE EXPENSE - A SCHLEIS	001-5-620-6230	154.10	154.10	06/28/2024		6/2024
Total SCHLEIS, ASHLEY:			154.10	154.10			
SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY							
4239	2ND QTR SCCC DUES/CITY - FY 2024-2025	001-5-520-6381	6,875.00	.00			
Total SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY:			6,875.00	.00			
SHELBY COUNTY AMBULANCE SERV							
72024	AMBULANCE CONTRIBUTION - FY24-25	001-5-160-6413	104,458.00	.00			
Total SHELBY COUNTY AMBULANCE SERV:			104,458.00	.00			
SHELBY COUNTY ENGINEERS OFFICE							
202406121	20' SHEET PILING 4TH ST. BRIDGE - STREETS	110-5-215-6310	1,003.20	.00			
Total SHELBY COUNTY ENGINEERS OFFICE:			1,003.20	.00			
SHELBY COUNTY SOLID WASTE							
397248	GARBAGE - PARKS	001-5-430-6310	10.00	.00			
72024	LANDFILL ASSESSMENT FY 2024 - 2025 PYMT #1	001-5-290-6422	18,348.75	.00			
Total SHELBY COUNTY SOLID WASTE:			18,358.75	.00			
SHERLOCK, PETE							
032224	SEAL NAILS & COAT HANGAR 7 ROOF - AIRPORT	001-5-280-6310	6,500.00	6,500.00	06/20/2024		6/2024

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total SHERLOCK, PETE:			6,500.00	6,500.00			
SNYDER & ASSOCIATES INC							
123.1158.09-6	COMMUNITY LIBRARY IMPROVEMENTS - HARLAN, IA	170-5-410-6502	3,300.00	3,300.00	06/25/2024		6/25/2024
Total SNYDER & ASSOCIATES INC:			3,300.00	3,300.00			
STEWART SIGNS							
1033112-3	LED SINGLE SIDED SIGN - ACT CTR	370-5-455-6370	9,894.36	.00			
Total STEWART SIGNS:			9,894.36	.00			
THE OFFICE STOP							
319877	OFFICE PAPER - CLERK	001-5-699-6506	47.00	47.00	06/25/2024		6/25/2024
Total THE OFFICE STOP:			47.00	47.00			
TREE WISE MEN							
1352	TREE REMOVAL - 1414 GRAND AVE	110-5-214-6315	1,850.00	.00			
1353	TREE REMOVAL - 808 WILLOW STREET	110-5-214-6315	1,075.00	1,075.00	06/20/2024		6/20/2024
1354	TREE REMOVAL - EXCHANGE ST.	110-5-214-6315	1,075.00	.00			
Total TREE WISE MEN:			4,000.00	1,075.00			
TREMEL NURSERY INC.							
891327	ASH TREE TREATMENT - JJ JENSEN PARK	001-5-430-6310	528.00	.00			
Total TREMEL NURSERY INC.:			528.00	.00			
TURFWERKS							
OE00274	ABI PRO FINISHER - PARKS	001-5-430-6722	2,000.00	.00			
OI56573	FILTER, HYD/CARTRIDGE/FUEL FILTER - PARKS	001-5-650-6332	429.76	.00			
Total TURFWERKS:			2,429.76	.00			
VAN DIEST SUPPLY COMPANY							
143104	BUCCANEER PLUS/HERBICIDE - PARKS	001-5-430-6310	87.15	.00			
Total VAN DIEST SUPPLY COMPANY:			87.15	.00			
VEENSTRA & KIMM INC							
10988-1	PROFESSION SERVICES 4/21 - 5/18/24	001-5-515-6496	1,500.00	1,500.00	06/20/2024		6/20/2024
Total VEENSTRA & KIMM INC:			1,500.00	1,500.00			
VERIZON WIRELESS							
9966034716	CELL PHONE SERVICE/JUN - PARKS	001-5-430-6373	58.73	.00			
9966034716	CELL PHONE SERVICE/JUN - CITY CLERK	001-5-620-6373	58.73	.00			
9966034716	CELL PHONE SERVICE/JUN - WWTP	610-5-815-6373	61.24	.00			
9966034716	IPAD/JUN - WWTP	610-5-815-6373	27.72	.00			
9966034716	IPAD/JUN - SANIT.	610-5-818-6310	27.71	.00			
9966034716	JETPACK/JUN - WWTP	610-5-815-6373	40.01	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
9966034716	CELL PHONE SERVICE/JUN - VET'S	001-5-470-6373	46.87	.00			
9966034716	CELL PHONE SERVICE/JUN - ACTIVITY CTR	001-5-455-6373	46.88	.00			
9966034716	IPAD/JUN - STREET	110-5-214-6419	27.71	.00			
9966034716	JETPACK/JUN - FIRE	001-5-150-6332	40.01	.00			
9966034716	CELL PHONE SERVICE/JUN - FIRE	001-5-150-6373	58.74	.00			
9966034716	LAPTOP/JUN - FIRE	001-5-150-6231	40.01	.00			
9966034716	CELL PHONE SERVICE/JUN - CODE ENFORCEMENT	001-5-110-6373	58.73	.00			
9966034716	IPAD/JUN- CODE ENFORCEMENT	001-5-110-6373	57.34	.00			
Total VERIZON WIRELESS:			650.43	.00			
WEIRICH WELDING							
7424	REPLACE TOP RUBBER ON DOORS HANGAR 7 - AIRPORT	001-5-280-6310	2,500.00	2,500.00	06/28/2024		6
Total WEIRICH WELDING:			2,500.00	2,500.00			
Grand Totals:			549,792.42	193,566.58			

Report Criteria:

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

Amount Paid

Total LAW/CODE ENFORCEMENT:
12,153.87
Total FIRE:
6,973.65
Total AMBULANCE:
104,458.00
Total ANIMAL CONTROL:
458.79
Total STREET ADMINISTRATION:
6,856.39
Total AIRPORT:
11,435.48
Total LANDFILL:
18,348.75
Total LIBRARY:
4,549.10
Total PARKS/RECREATION:
3,697.14
Total ACTIVITY CENTER:
61.29
Total SWIMMING POOL:
19,340.26
Total VETERAN'S MEMORIAL AUDITORIUM:
394.52
Total COMMUNITY ECONOMIC DEVELOPMENT:
8,676.13
Total :
6,875.00
Total CITY ADMINISTRATOR:
1,572.08
Total CITY CLERK:
4,204.61
Total LEGAL SERVICES & CITY ATTY:
192.00
Total CITY FACILITIES:
3,567.32
Total GENERAL GOVERNMENT:
8,915.66
Total STREET CONSTRUCTION:
222,730.04
Total FLEXIBLE BENEFITS FUND:
111.13
Total FLEXIBLE BENEFITS FUND:
111.13
Total GENERAL ARPA CITY REVENUE:
146,408.47
Total ARPA - GENERAL FUND:
146,408.47
Total STREET/SIDEWALK CONSTRUCTION:
32,975.53
Total STREET ADMINISTRATION:
4,660.42
Total STREET OPS/EQUIPMENT:
4,156.58
Total STORM SEWER MAINTENANCE:
1,921.20
Total ROAD USE TAX FUND:
43,713.73

Amount Paid

Total DOWNTOWN UPPER STORY/FACADE:
16,277.65
Total DOWNTOWN UPPER STORY/FACADE:
16,277.65
Total LIBRARY TRUST:
3,750.00
Total LIBRARY TRUST FUND:
3,750.00
Total WELCOME SIGN PROJECT:
81,149.87
Total WELCOME SIGN PROJECT FUND:
81,149.87
Total AIRPORT LAYOUT PLAN:
14,566.72
Total AIRPORT LAYOUT PLAN:
14,566.72
Total ACTIVITY CENTER SPECIAL REV:
9,894.36
Total C.G. THERKILDSEN ACTIVITY CTR:
9,894.36
Total WWTP:
11,090.67
Total WWTP LINES:
99.78
Total SEWER FUND:
11,190.45

Grand Totals:
549,792.42

Report Criteria:

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

RESOLUTION NO. 2570

RESOLUTION ORDERING CONSTRUCTION
OF CERTAIN PUBLIC IMPROVEMENTS,
APPROVING PRELIMINARY PLANS, AND FIXING A DATE FOR
HEARING THEREON AND TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as 2024 SANITARY SEWER REHABILITATION PROJECT, and has caused to be prepared final plans, specifications and form of contract, together with estimate of cost, on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said preliminary plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said final plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements entered into, it is necessary, pursuant to Division VI of Chapter 384 of the Code of Iowa, to hold a public hearing and to advertise for bids,

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

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as 2024 SANITARY SEWER REHABILITATION PROJECT, in the manner set forth in the preliminary plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders, said public improvements being more generally described as follows:

2024 SANITARY SEWER REHABILITATION PROJECT

Provide all labor, equipment and materials necessary to construct approximately 22,117 linear feet of 8-inch through 18-inch diameter cured-in-place pipe lined sanitary sewer, reinstate sewer services, sewer main point repairs, 215 square yards of 4" to 8" thick Portland cement concrete pavement replacement, surface restoration and miscellaneous associated work, including cleanup.

Section 2. That the amount of bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of said specifications; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to post notice to bidders at least once in a relevant contractor plan room service with statewide circulation, and in a relevant construction lead generating service with statewide circulation, and on an internet site sponsored by either the City or statewide association that represents the City. Posting shall not be less than thirteen clear days nor more than forty-five days prior to July 29, 2024 which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 2:00 P.M. on said date; and,

BE IT FURTHER RESOLVED, that the City Administrator is hereby designated as the authority to receive and open said bids on behalf of the City of Harlan, Iowa; and,

BE IT FURTHER RESOLVED, that the City Administrator is hereby designated as the authority to receive and open said bids on behalf of the City of Harlan, Iowa; and,

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to post notice of hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall not be less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the final plans, specifications, form of contract and estimate of cost for said project, said hearing to be at 5:15 P.M. on August 6th, 2024.

PASSED and ADOPTED this 2nd day of July, 2024.

Dr. Jay Christensen,
Mayor

ATTEST:

Ashley Schleis,
City Clerk

Streets, Alleys and Sidewalks Committee of the City of Harlan, Iowa – June 25, 2024

The Streets, Alleys and Sidewalks Committee met on Tuesday, June 25, 2024, at Noon in the Council Chambers, 711 Durant Street, Harlan, Iowa.

Present: Sharon Kroger, Kyle Lindberg, Jennifer Kelly

Absent: None

Also Present: Gene Gettys, Jeff Musich, Ashley Schleis, Roger Bissen, Jack Gubbels, *Troy Schaben, & Jerry Henscheid

Chairperson Kroger called the meeting to order.

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

No conflicts of interest were stated.

It was moved by Kelly and seconded by Kroger to approve the minutes of the May 14, 2024, Streets, Alleys, and Sidewalks Committee meeting. The motion carried unanimously.

The committee reviewed Jerry Henscheid's request for a curb cut and a drive entrance of 16' at 1122 6th Street. It was moved by Lindberg and seconded by Kelly to send to Council for final consideration, to allow curb cutting and a drive entrance request of 16' at 1122 6th Street. The motion carried unanimously.

Harlan Community Schools is going down to two in town bus stops and requested the City of Harlan to paint crosswalks to assist pedestrian safety in the affected areas. There was discussion on which crosswalks to paint and concerns about what this might do to the already congested areas. It was also suggested to eliminate painted crossings at 9th and 10th Street on the north side of Cyclone due to safety concerns with emergency vehicles entering/exiting at the fire station and ambulance service. City Administrator Gene Gettys will reach out to the school. No action was taken.

Use of the public yard waste site for ash tree removal on private property by commercial contractors was discussed. The intent was to potentially provide some financial relief to residents if the commercial contractor could use the public site for disposal. The current policy does not allow commercial use of the public yard waste site due to limited capacity. No action was taken.

Information and updates provided on the following:

There is a resident who wants to close 12th Street for trimming trees. He has started the permit for closing a street and tree work. *(NOTE: following the meeting there was staff review and discussion specific to Multi-Purpose Permits. 'Tree Work' DOES NOT require Council approval. 'Street Closing' DOES require Council approval (i.e. block parties, downtown events, etc.). Tree work being performed by our Street department staff and private contractors on a regular basis don't require Council approval and we follow safety protocols and notifications (and in some cases we don't even receive notice). Why should this be different for a private individual? We follow and require the same notifications and protocols. In any event, we have approved this request for 'Tree Work' and will follow our regular process.*

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There being no further business, the meeting was adjourned.

These minutes are as recorded by Ashley Schleis and are subject to committee approval at the next regular meeting.