

AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, SEPTEMBER 3, 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 08-20-2024 Council meeting
- B. Claims List No. 1321 in the amount of \$282,341.83
- C. Renewal Application for Casey's General Store #2914, Class E Retail Alcohol License
- D. New Application for GIPH Restaurants, LLC (Pizza Hut), DBA Staab Management Company, Class C Retail Alcohol License.

3. OTHER BUSINESS

- A. Review of Contract and Bonds
 - 1. Resolution No. 2575 – A Resolution Approving Contract and Bonds executed by Municipal Pipe Tool Co. of Hudson, IA for the construction of the “2024 Sanitary Sewer Rehabilitation Project – Harlan, Iowa. (*Roll Call Vote*)
- B. Review HHPC Downtown Upper Story & Façade Grant Completion and Award Request for 622 Market Street. \$5,500.00 (*Roll Call Vote*)
- C. Receive and File Planning & Zoning Commission Minutes from 08/28/2024. (*Roll Call Vote*)
 - 1. Resolution No. 2576 – A Resolution setting date for public hearing regarding the proposal to vacate and sell Parcel 833102004001 platted North St. and Plum St., Block 4, Lot 6, 7, and platted alley all West of 7th St. in the City of Harlan, Iowa to Debra Dinesen Moore (*Roll Call Vote*)
- D. Receive and File Personnel & Finance Committee Meeting Minutes from 08/28/2024. (*Roll Call Vote*)
 - 1. Resolution No. 2577 – A Resolution establishing a Travel Reimbursement Policy (*Roll Call Vote*)
- E. Review Permit for Street Closing for Shelby County Historical Museum Morse Ave from Pine St to Grand Ave for a Show & Shine Car Show during Sock Hop event.

4. OTHER REPORTS

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

5. 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 3RD day of September 2024. The meeting was called to order by Troy Schaben, Mayor Pro-Tem, and the following Council members were:

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

ABSENT: Kyle Lindberg

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

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

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

- A. Minutes of the 08-20-2024 Council meeting
- B. Claims List No. 1321 in the amount of \$282,341.83
- C. Renewal Application for Casey's General Store #2914, Class E Retail Alcohol License
- D. New Application for GIPH Restaurants, LLC (Pizza Hut), DBA Staab Management Company, Class C Retail Alcohol License

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

Review of Contract and Bonds.

Council Member Kroger introduced Resolution No 2575 – A Resolution Approving Contract and Bonds executed by Municipal Pipe Tool Co. of Hudson, IA for the construction of the “2024 Sanitary Sewer Rehabilitation Project – Harlan, Iowa.” Council Member Petersen seconded the motion. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kelly and seconded by Kroger to approve HHPC Downtown Upper Story & Façade grant completion and award request for 622 Market Street in the amount of \$5,500.00. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Kelly to receive and file Planning & Zoning Commission Minutes from 08/28/2024. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Kelly introduced Resolution No 2576 – A Resolution setting date for public hearing regarding the proposal to vacate and sell Parcel 833102004001 platted North St. and Plum St., Block 4, Lot 6, 7, and platted alley all West of 7th St. in the City of Harlan, Iowa to Debra Dinesen Moore. Council Member Kroger seconded the motion. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Petersen to receive and file Personnel & Finance Committee Meeting Minutes from 08/28/2024. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Nippert introduced Resolution No 2577 – A Resolution establishing a Travel Reimbursement Policy. Council Member Kroger seconded the motion. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Nippert to approve permit for street closing for Shelby County Historical Museum – Morse Ave. from Pine St. to Grand Ave. for a Show & Shine Car Show during Sock Hop event. Roll call vote: AYES: Nippert, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor Pro-Tem presented his report.

Update was presented by the Shelby County Chamber of Commerce & Industry.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Troy Schaben, Mayor Pro-Tem

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