

**AGENDA**  
**REGULAR CITY COUNCIL MEETING**  
**COUNCIL CHAMBERS, SEPTEMBER 5, 2023, 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 08/15/23 Council meeting
- B. Claims List No. 1297 in the amount of \$127,321.02
- C. New Application for Milk and Honey, Class C Retail Alcohol License
- D. Renewal Application for Casey's General Store #2914, Class E Retail Alcohol License
- E. Renewal Application for El Mercadito, Class B Retail Alcohol License

**3. PRESENT TO BE HEARD**

**4. OTHER BUSINESS**

- A. Accept and Approve the 2023 Annual Tax Increment Financing (TIF) Indebtedness Certification (*Roll Call Vote*)
- B. Resolution No. 2541 – Accept and Approve FY2023 Annual Urban Renewal Report (AURR) for Fiscal Year Ending June 30, 2023 (*Roll Call Vote*)
- C. Receive and File Airport Commission minutes from August 22, 2023 (*Roll Call Vote*)
  - 1. Review Amendment for Memorandum of Understanding (MOU) for IGNITE Pathways for use of hangars 2A & 2B (*Roll Call Vote*)
  - 2. Review Fixed Base Operators Lease with SNP Aviation, LLC to be effective through June 30, 2024 (*Roll Call Vote*)
  - 3. Review Lease Agreement for Jump Omaha Skydiving Event to be held October 6, 7, 8, 2023 (*Roll Call Vote*)
- D. Receive and File Personnel & Finance Committee minutes from August 23, 2023 (*Roll Call Vote*)
  - 1. Review recommendation to approve new Code Enforcement Officer Position and begin advertising (*Roll Call Vote*)

**5. OTHER REPORTS**

- A. City Administrator's Report
- B. Mayor's Report
  - 1. Suicide Prevention Proclamation (*No Action*)
  - 2. Shelby County Chamber of Commerce & Industry Update
  - 3. Harlan Municipal Utilities Update
  - 4. 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 5<sup>th</sup> day of September 2023. 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 arrived at 5:21

PRESENT ELECTRONICALLY: Kyle Lindberg

ABSENT: Jeanna Rudolph, RJ Bielenberg

The City Clerk presented the amended agenda. It was moved by Kroger and seconded by Schaben to approve the amended agenda, removing item 4. C. 3. Roll call vote: AYES: Schaben, Kroger, Lindberg. NAYS: None. Motion carried.

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

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

An update was presented by Harlan Municipal Utilities.

Council member Petersen arrived at 5:21 p.m.

It was moved by Petersen and seconded by Kroger to approve the 2023 Annual Tax Increment Financing (TIF) Indebtedness Certification. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried.

Council member Lindberg introduced Resolution No. 2541, to accept and approve the 2023 Annual Urban Renewal Report for fiscal year ending June 30, 2023. Council member Kroger seconded the motion. Roll Call Vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Kroger and seconded by Schaben to receive and file the Airport Commission minutes from 8/22/23. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to approve the Amendment for Memorandum of Understanding for IGNITE Pathways. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Schaben to approve the Fixed Base Operators Lease with SNP Aviation, LLC. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to receive and file the Personnel & Finance Committee minutes from 8/23/23. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. NAYS: None. Motion carried.

It was moved by Petersen and seconded by Lindberg to approve the recommendation of P & F to advertise and hire a new Code Enforcement Officer. Roll call vote: AYES: Schaben, Kroger, Petersen, Lindberg. 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.

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Jane Smith, 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.”*