

COMING EVENTS

MONDAY, SEPTEMBER 15

FIRE DEPT MEETING
7:00 PM Fire Department

TUESDAY, SEPTEMBER 16

CITY COUNCIL MEETING
5:15 PM Council Chambers

TUESDAY, SEPTEMBER 16

P&F MEETING
Immediately after Council Mtg. Council Chambers

MONDAY, SEPTEMBER 22

STREETS & ALLEYS COMMITTEE MEETING
12:00 PM Council Chambers

WEDNESDAY, SEPTEMBER 24

AIRPORT COMMISSION MEETING
7:00 AM Harlan Airport

THURSDAY, SEPTEMBER 25

HMU BOARD MEETING
4:00 PM HMU

MONDAY, OCTOBER 6

FIRE DEPT TRAINING
7:00 PM Fire Department



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 September 2025. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

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

ABSENT: Kyle Lindberg

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: Petersen, 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 08-19-2025 Council meeting
- B. Claims List No. 1345 in the amount of \$92,205.15
- C. Expenditure & Revenue reports for the month of July 2025
- D. Renewal Application for Casey's General Store #2914 Class E Retail Alcohol License

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

Council reviewed the Order of Local Housing Official, Official Notice and Petition for Title to Abandoned Property at 405 Market Street. It was moved by Petersen and seconded by Kroger to proceed with the Order of Local Housing Official and Petition for Title to Abandoned Property at 405 Market Street. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Mayor Christensen introduced Ordinance No. 2025-03 – An Ordinance Amending the Code of Ordinances of the City of Harlan, Iowa by y amending provisions pertaining to no parking zones on Dye Street and Gary Scull Drive. It was moved by Kroger and seconded by Petersen that Ordinance No. 2025-03 now be read for the third and final time. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and third and final reading of Ordinance No. 2025-03 was passed.

Council Member Petersen introduced Resolution No. 2614 – Resolution approving purchase agreement concept for conveying city-owned property in G.H. Christiansen subdivision per lot, effective until September 30, 2026. Council Member Kroger seconded the motion. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the Resolution was duly adopted.

Council Member Nippert introduced Resolution No. 2615 – Resolution approving the Iowa Department of Transportation (IDOT) 2025 Street Finance Report and Authorizing the City Clerk to Sign Same. Council Member Petersen seconded the motion. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Schaben and seconded by Kroger to Review and Approve the Certificate of Completion for the 2024 Sanitary Sewer Rehabilitation Project. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Council Member Petersen introduced Resolution No. 2616 – Resolution approving the City of Harlan Employee Morale and Recognition Policy. Council Member Schaben seconded the motion. Roll call vote: AYES: Petersen, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the Resolution was duly adopted.

The City Administrator presented his report.

The Mayor presented his report.

Update was presented by Harlan Municipal Utilities.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

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
AGRILAND FS							
30508363	#2 ULTRA LS DYED & DIESELEX GOLD - PARKS	001-5-430-6331	522.24	.00			
30603624	#2 ULTRA LS DYED & DIESELEX GOLD - PARKS	001-5-430-6331	656.62	.00			
82025	FUEL/AUG - AIRPORT	001-5-280-6331	110.10	.00			
82025	FUEL/AUG - STREET	110-5-214-6331	851.02	.00			
82025	FUEL/AUG - FIRE	001-5-150-6331	357.04	.00			
82025	FUEL/AUG - WWTP	610-5-815-6331	478.45	.00			
82025	FUEL/AUG - PARKS	001-5-430-6331	352.35	.00			
82025	FUEL/AUG - CODE ENFORCEMENT	001-5-110-6331	56.06	.00			
Total AGRILAND FS:			3,383.88	.00			
ALPHA & OMEGA							
11673	A/C REPAIR/REPLACE PARTS - VET'S	001-5-470-6310	2,184.81	.00			
Total ALPHA & OMEGA:			2,184.81	.00			
AMAZON CAPITAL SERVICES							
1TJ4-CTC7-GK	PROGRAM SUPPLIES - LIBRARY	001-5-410-6490	109.38	.00			
1TJ4-CTC7-GK	POST-IT NOTES - LIBRARY	001-5-410-6501	10.49	.00			
1TJ4-CTC7-GK	BOOKS - LIBRARY	001-5-410-6505	60.71	.00			
1TJ4-CTC7-GK	AUDIO BOOKS - LIBRARY	001-5-410-6507	86.84	.00			
Total AMAZON CAPITAL SERVICES:			267.42	.00			
AVFUEL CORPORATION							
023135773	JET A FUEL - AIRPORT	001-5-280-6535	36,040.38	.00			
Total AVFUEL CORPORATION:			36,040.38	.00			
BAKER & TAYLOR							
2039255770	BOOKS - LIBRARY	001-5-410-6505	54.40	.00			
Total BAKER & TAYLOR:			54.40	.00			
BARCO MUN. PRODUCTS INC							
IN-252745	1/2" X 100FT SS BANDING IN TOTE - STREETS	110-5-240-6509	128.82	.00			
Total BARCO MUN. PRODUCTS INC:			128.82	.00			
BLACKSTONE PUBLISHING							
2209167	AUDIO BOOKS - LIBRARY	001-5-410-6507	38.94	.00			
Total BLACKSTONE PUBLISHING:			38.94	.00			
BRUCE BURGER CONSTRUCTION							
22	MATERIALS/LABOR FOR CEMENT WORK - ACTIVITY CTR	001-5-455-6310	1,560.00	.00			
Total BRUCE BURGER CONSTRUCTION:			1,560.00	.00			
CARDINAL SUPPLIES & FRESHENERS							
5134	AIR FRESHENER - LIBRARY	001-5-410-6310	44.00	.00			
5135	AIR FRESHENER - FIRE	001-5-150-6310	44.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
5139	AIR FRESHENER - VETS	001-5-470-6310	26.40	.00			
5140	AIR FRESHENER - ACT CTR	001-5-455-6310	44.00	.00			
Total CARDINAL SUPPLIES & FRESHENERS:			158.40	.00			
CENGAGE GALE GROUP							
999100953310	BOOKS- LIBRARY	001-5-410-6505	41.98	.00			
Total CENGAGE GALE GROUP:			41.98	.00			
CENTER POINT LARGE PRINT							
2191064	BOOKS - LIBRARY	001-5-410-6505	151.02	.00			
Total CENTER POINT LARGE PRINT:			151.02	.00			
CENTRAL IOWA DISTRIBUTING INC.							
01021849	55 GAL BLACK BAGS - VET'S	001-5-470-6310	58.00	.00			
01021849	55 GAL BLACK BAGS - ACT CTR	001-5-455-6310	58.00	.00			
01021850	PAPER PRODUCTS - STREETS	110-5-214-6310	86.00	.00			
Total CENTRAL IOWA DISTRIBUTING INC.:			202.00	.00			
COURTSIDE HOLDINGS, LLC							
30682	DREAM PLAYGROUND VOLUNTEER SHIRTS - PARKS	001-5-430-6402	237.00	.00			
Total COURTSIDE HOLDINGS, LLC:			237.00	.00			
CULLIGAN WATER COND ATLANTIC							
82025	BOTTLED WATER - ACCT #18523 - WWTP	610-5-815-6310	50.00	.00			
Total CULLIGAN WATER COND ATLANTIC:			50.00	.00			
CUMMINS INC.							
J3-250873250	MAIN PLANT GENERATOR ANNUAL SERVICE - WWTP	610-5-815-6350	1,174.75	.00			
J3-250873375	PLANT GENERATOR ANNUAL SERVICE - WWTP	610-5-815-6350	1,047.28	.00			
Total CUMMINS INC.:			2,222.03	.00			
EMC INSURANCE COMPANIES							
7002837176	COMMERCIAL AUTO - STREETS	110-5-214-6408	941.16	.00			
7002837176	GENERAL PC & WC	001-5-660-6060	301.84	.00			
Total EMC INSURANCE COMPANIES:			1,243.00	.00			
EMPLOYEE BENEFIT SYSTEMS							
92025	UNREIMBURSED EXPENSES	004-5-930-6185	168.08	.00			
Total EMPLOYEE BENEFIT SYSTEMS:			168.08	.00			
FARM SERVICE CO-OP.							
3914932	FUEL- PARKS	001-5-430-6331	3.16	.00			
3916665	FUEL- PARKS	001-5-430-6331	6.30	.00			
3917619	FUEL- PARKS	001-5-430-6331	15.15	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
3918583	FUEL- STREETS	110-5-214-6331	10.73	.00			
3920336	FUEL- PARKS	001-5-430-6331	6.16	.00			
3921186	FUEL- PARKS	001-5-430-6331	14.82	.00			
3924170	FUEL- PARKS	001-5-430-6331	18.52	.00			
3924176	FUEL- WWTP	610-5-815-6310	70.41	.00			
3925463	FUEL- PARKS	001-5-430-6331	2.90	.00			
3928100	FUEL- PARKS	001-5-430-6331	6.20	.00			
Total FARM SERVICE CO-OP.:			154.35	.00			
FARMERS MUTUAL TELEPHONE							
92025	PHONE & CABLE BUNDLE/SEPT - AIRPORT	001-5-280-6374	300.54	.00			
Total FARMERS MUTUAL TELEPHONE:			300.54	.00			
H.M.U.							
11,581	CITY SHARE IOWA ONE CALLS - JULY 2025	001-5-699-6497	50.95	.00			
82025-1	PHONE & INTERNET SERVICE/AUG - CITY HALL	001-5-620-6373	188.69	.00			
82025-1	CABLE/AUG - CITY HALL/CITY FAC.	001-5-650-6374	135.94	.00			
82025-1	PHONE SERVICE/AUG - FIRE	001-5-150-6373	124.99	.00			
82025-1	PHONE SERVICE/AUG - CODE ENFORCEMENT	001-5-110-6373	25.50	.00			
82025-1	PHONE SERVICE/AUG - DOG POUND/CITY FAC.	001-5-650-6373	104.99	.00			
82025-1	PHONE SERVICE/AUG - PARKS/JJ JENSEN	001-5-430-6373	16.50	.00			
82025-1	PHONE SERVICE/AUG - POOL	001-5-460-6373	138.48	.00			
82025-1	PHONE SERVICE/AUG - STREET	110-5-214-6373	79.49	.00			
82025-1	PHONE & INTERNET SERVICE/AUG - ACTIVITY CTR	001-5-455-6373	155.99	.00			
82025-1	PHONE SERVICE/AUG - VET'S	001-5-470-6373	79.49	.00			
82025-1	PHONE & INTERNET SERVICE/AUG - WWTP	610-5-815-6373	89.48	.00			
82025-1	PHONE & INTERNET SERVICE/AUG - LIBRARY	001-5-410-6373	188.69	.00			
Total H.M.U.:			1,379.18	.00			
HARLAN PUBLISHING, LLC							
158495	LEGAL NOTICES/DREAM PLAYGROUND BIDS - PARKS	371-5-430-6411	26.36	.00			
158508	LEGAL NOTICE RESOLUTION 2612/1310 WILLOW ST	001-5-110-6402	34.00	.00			
159281	LEGAL NOTICE/BID FORM/1708 6TH ST.	001-5-110-6402	74.80	.00			
159282	LEGAL NOTICE/REAL ESTATE PURCHASE REQ	001-5-110-6402	91.12	.00			
159327	LEGAL NOTICES/COUNCIL MINUTES	001-5-699-6402	221.68	.00			
159328	LEGAL NOTICE/ORDINANCE 2025-02	001-5-699-6402	172.72	.00			
159339	LEGAL NOTICE - BOA MEETING	001-5-699-6402	10.88	.00			
159342	LEGAL NOTICE - BOA MEETING	001-5-699-6402	19.20	.00			
159448	LEGAL NOTICE/BID FORM/711 DURANT ST	001-5-110-6402	50.32	.00			
159449	LEGAL NOTICE - REAL ESTATE PURCHASE REQUIREMENTS	001-5-110-6402	70.72	.00			
160800	DREAM PLAYGROUND RE-IMAGINED THANK YOU	001-5-430-6402	569.00	.00			
160801	WASTEWATER TREATMENT PLANT OPERATOR AD - WWTP	610-5-815-6230	200.00	.00			
160871	PEEKIN' INTO THE PAST SPONSORSHIP - LIBRARY	001-5-410-6402	45.00	.00			
160872	AUGUST BOOK SALE AD - LIBRARY	001-5-410-6402	114.00	.00			
Total HARLAN PUBLISHING, LLC:			1,699.80	.00			
HARLAN VETERINARY ASSOCIATES							
658559	VET BILL - ANIMAL CONTROL/ELLIE	001-5-190-6517	195.85	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total HARLAN VETERINARY ASSOCIATES:			195.85	.00			
HUGHES MULCH PRODUCTS LLC							
82959	SEMI RED MULCH - PARKS	001-5-430-6310	2,178.00	.00			
Total HUGHES MULCH PRODUCTS LLC:			2,178.00	.00			
IA DEPT. OF REVENUE-SALES/USE							
82025	SALES TAX - AUGUST - POOL	001-5-460-6310	193.25	.00			
Total IA DEPT. OF REVENUE-SALES/USE:			193.25	.00			
KCH ASBESTOS LLC							
000268	BULK SAMPLES - FIRE	001-5-150-6428	75.00	.00			
Total KCH ASBESTOS LLC:			75.00	.00			
KROGER & SONS HAULING LLC							
8034	GARBAGE HAULING/AUG - ACT CTR	001-5-455-6310	87.50	.00			
8053	GARBAGE HAULING/AUG - FIRE	001-5-150-6310	50.00	.00			
8061	GARBAGE HAULING/AUG - CITY FACILITIES	001-5-650-6310	40.00	.00			
8065	GARBAGE HAULING/AUG - LIBRARY	001-5-410-6310	40.00	.00			
8071	GARBAGE HAULING/AUG - JJ JENSEN	001-5-430-6310	32.00	.00			
8087	GARBAGE HAULING/AUG - PARKS	001-5-430-6310	112.00	.00			
8098	GARBAGE HAULING/AUG - POOL	001-5-460-6310	80.00	.00			
8102	GARBAGE HAULING/AUG - VETS	001-5-470-6310	38.00	.00			
Total KROGER & SONS HAULING LLC:			479.50	.00			
MARCUS' LAWN CARE LLC							
1032	MOWING/405 MARKET	001-5-515-6494	200.00	.00			
1034	MOWING/1619 FARNAM ST	001-5-515-6494	250.00	.00			
Total MARCUS' LAWN CARE LLC:			450.00	.00			
MICROBAC LABORATORIES INC							
NT2508118	WASTEWATER TESTING/AUG - MONOGRAM	610-5-815-6458	540.75	.00			
NT2508119	WASTEWATER TESTING/AUG - WWTP	610-5-815-6458	2,484.00	.00			
Total MICROBAC LABORATORIES INC:			3,024.75	.00			
MUNICIPAL PIPE TOOL CO							
PAY ESTIMAT	PAY ESTIMATE NO. 4 (FINAL)	610-5-818-6436	48,370.13	.00			
Total MUNICIPAL PIPE TOOL CO:			48,370.13	.00			
MYRTUE MEDICAL CENTER							
092025	DRUG SCREENS - CITY EMPLOYEES	001-5-699-6186	121.00	.00			
Total MYRTUE MEDICAL CENTER:			121.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
NAPA - HARLAN PARTS INC.							
787687	NAPAGOLD FUEL FILTER - PARKS	001-5-430-6332	39.33	.00			
787693	SPIN-ON FLUID FILTER - PARKS	001-5-430-6332	12.72	.00			
787992	FHP TRUFLEX V-BELT - PARKS	001-5-430-6332	12.78	.00			
788268	FUEL FILTER - STREET	110-5-214-6310	4.69	.00			
788291	RUB COM - POOL	001-5-460-6310	44.99	.00			
788379	WD40 12OZ SPRAY - STREETS	110-5-214-6310	7.49	.00			
788407	BATTERY & CORE DEPOSIT - WWTP	610-5-815-6350	189.99	.00			
788481	LOCK PINS SQUARE - STREETS	110-5-214-6310	1.69	.00			
788571	FLASH PASTE WAX/WIZARD MIST-N-SHINE/MICROFIBER TWLS	001-5-430-6310	50.93	.00			
788757	OIL DRY - STREETS	110-5-214-6310	71.70	.00			
788843	NAPAGOLD AIR FILTER - STREET	110-5-214-6332	63.03	.00			
788849	NUTS & BOLTS - PARKS	001-5-430-6310	24.00	.00			
788888	IND BELT - WWTP	610-5-815-6350	30.95	.00			
789106	OIL FIL/FUEL FIL/AIR FIL/NAPAGOLD AIR FIL/OIL - STREETS	110-5-214-6332	122.08	.00			
789130	SOLENOID - STREET	110-5-214-6332	57.99	.00			
789230	BEARING - STREET	110-5-214-6332	10.95	.00			
789234	HELICOIL - PARKS	001-5-430-6310	40.49	.00			
789277	BEARING - STREET	110-5-214-6332	32.85	.00			
789280	BEARING - STREET	110-5-214-6332	10.95	.00			
Total NAPA - HARLAN PARTS INC.:			807.70	.00			
NELSON FARM SUPPLY INC							
277907	BASE - PARKS	001-5-430-6310	13.99	.00			
278200	FS 91 R TRIMMER LOOP HANDLE/MOWING HEAD - STREETS	110-5-214-6310	419.98	.00			
278735	LINE CF3 PRO 2.4 MMX70 - PARKS	001-5-430-6310	51.98	.00			
279039	SPARK PLUG/61 PMM3 PICCO MICRO MINI CHAIN - PARKS	001-5-430-6310	35.48	.00			
279190	33 RS RAPID SUPER CHAIN, 6.954 FT - STREETS	110-5-214-6315	66.99	.00			
279324	TUBE/LABOR ON LAWN MOWER - AIRPORT	001-5-280-6332	56.11	.00			
279652	LINE CF3 PRO 2.4 MMX70 - PARKS	001-5-430-6310	25.99	.00			
279786	LINE CF3 PRO 2.4 MMX345 - PARKS	001-5-430-6310	99.99	.00			
Total NELSON FARM SUPPLY INC:			770.51	.00			
O'REILLY AUTOMOTIVE INC.							
0388-477044	BATTERY - STREETS	110-5-214-6332	137.81	.00			
0388-478080	SEAT COVERS - STREETS	110-5-214-6332	69.99	.00			
0388-478561	POLISH PAD - POOL	001-5-460-6310	14.32	.00			
0388-480302	CAPSULE - PARKS	001-5-430-6310	17.75	.00			
Total O'REILLY AUTOMOTIVE INC.:			239.87	.00			
PESTGUARD PRO LLC							
17546	PEST CONTROL - CITY HALL	001-5-650-6310	70.00	.00			
17548	PEST CONTROL - FIRE	001-5-150-6310	50.00	.00			
17550	PEST CONTROL - ACT CTR	001-5-455-6310	60.00	.00			
17551	PEST CONTROL - VETS	001-5-470-6310	60.00	.00			
Total PESTGUARD PRO LLC:			240.00	.00			
PIZZA RANCH							
2025-USF001	HHPC GRANT COMPLETION 2025-USF001	147-5-530-6416	11,000.00	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total PIZZA RANCH:			11,000.00	.00			
PROFESSIONAL COMPUTER SOLUTIONS LLC							
12410	MILEAGE/TRAVEL TIME REIMB - LIBRARY	001-5-410-6419	169.60	.00			
12494-2	CREDIT OVERAGE - LIBRARY	001-5-410-6419	16.14	.00			
12647	CYLANCE ANTI-VIRUS SOFTWARE - LIBRARY	001-5-410-6419	68.16	.00			
12718	PCS CLOUD BACKUP SERVICE/AUG - LIBRARY	001-5-410-6419	97.00	.00			
Total PROFESSIONAL COMPUTER SOLUTIONS LLC:			350.90	.00			
QUILL CORPORATION							
45357608	PLEDGE AERO FURN SPRAY/6 - LIBRARY	001-5-410-6310	37.20	.00			
Total QUILL CORPORATION:			37.20	.00			
R & S WASTE SYSTEMS INC							
2078538	TRASH REMOVAL/SEP - AIRPORT	001-5-280-6374	59.44	.00			
Total R & S WASTE SYSTEMS INC:			59.44	.00			
RED OAK WELDING SUPPLIES INC.							
RENT 13928	CYLINDER RENT - DOG POUND/AUG	001-5-190-6370	34.20	.00			
Total RED OAK WELDING SUPPLIES INC.:			34.20	.00			
REGION IV IAWEA							
102025	IAWEA CONFERENCE/CARLSON/NELSON/HACK - WWTP	610-5-815-6230	75.00	.00			
Total REGION IV IAWEA:			75.00	.00			
REGIONAL WATER							
92025	WATER SERVICE/AUG - AIRPORT	001-5-280-6374	72.61	.00			
Total REGIONAL WATER:			72.61	.00			
SCHLEIS, ASHLEY							
92025	WCIC MEETING MILEAGE/A SCHLEIS	001-5-620-6230	44.80	.00			
Total SCHLEIS, ASHLEY:			44.80	.00			
SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY							
82025	HOTEL/MOTEL TAX PAYMENT AUG 2025	001-5-520-6497	3,767.77	.00			
Total SHELBY CO. CHAMBER OF COMMERCE&INDUSTRY:			3,767.77	.00			
SHELBY COUNTY TREASURER							
92025	TAXES DUE 2025 HARLAN COUNTRY CLUB ESTATES	310-5-525-6370	1,007.00	.00			
Total SHELBY COUNTY TREASURER:			1,007.00	.00			
STOWE RED-E-MIX							
10-2025	C-6-C & HAUL CHARGE - PARKS	001-5-430-6310	680.75	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
11-2025	4000 PSI & HAUL CHARGE - PARKS	001-5-430-6310	93.00	.00			
8-2025	EXP JOIN 4"/PRECUT REBAR/C-6/HAUL CHG - STREETS	110-5-210-6460	513.60	.00			
9-2025	4000 PSI & HAUL CHARGE - STREET	110-5-210-6460	139.50	.00			
Total STOWE RED-E-MIX:			1,426.85	.00			
STUDER HARLAN DO IT BEST HDWR							
A462808	SINGLE CUT KEYS - PARKS	001-5-430-6310	28.93	.00			
A462961	9" LAWN EDGER - PARKS	001-5-430-6310	429.99	.00			
A463308	PAINT & SUPPLIES - POOL	001-5-460-6310	297.59	.00			
A463367	BLK CHALKBOARD FINISH/SPRAY PAINT - POOL	001-5-460-6560	27.98	.00			
A463371	SPRAY PAINT - PARKS	001-5-430-6310	7.29	.00			
A463506	5 PC SCREWDRIVER SET - POOL	001-5-460-6310	9.99	.00			
A463601	PAINT - POOL	001-5-430-6310	125.98	.00			
A463947	BULBS - VET'S	001-5-470-6310	42.98	.00			
A463954	SPRAY PAINT - POOL	001-5-460-6310	33.96	.00			
A464425	DUSTPAN - PARKS	001-5-430-6310	4.79	.00			
B503787	FLY SWATTERS/BRISTLE CHIP BRUSH - PARKS	001-5-430-6310	39.42	.00			
B503920	MASKING TAPE/NOZZLE/PLUG/DEGREASER/SPRAYER - PARK	001-5-460-6310	111.24	.00			
B503946	CERAMIC BRIQUETTES - FIRE	001-5-150-6310	50.98	.00			
B503948	GRILL BRUSH/LED BULBS - FIRE	001-5-150-6310	36.48	.00			
B504771	BLACK CABLE TIE - PARKS	001-5-430-6310	14.99	.00			
Total STUDER HARLAN DO IT BEST HDWR:			1,262.59	.00			
TASTE OF HOME HOLIDAY AND CELEBRATIONS							
01046	HOLIDAY & CELEBRATIONS - LIBRARY	001-5-410-6505	42.08	.00			
Total TASTE OF HOME HOLIDAY AND CELEBRATIONS:			42.08	.00			
UMB BANK NA							
1022817	HARLAN GO CLN SRS 2020	200-5-716-6899	600.00	.00			
Total UMB BANK NA:			600.00	.00			
VAN DIEST SUPPLY COMPANY							
262157	BUCCANEER PLUS - STREET	110-5-214-6310	102.50	.00			
Total VAN DIEST SUPPLY COMPANY:			102.50	.00			
VERIZON WIRELESS							
6121829869	BROADBAND/HOTSPOT SERVICE - LIBRARY	001-5-410-6419	124.50	.00			
Total VERIZON WIRELESS:			124.50	.00			
VISUAL EDGE IT, INC.							
24AR2957408	COPIER CONTRACT MAINT. - FIRE	001-5-150-6507	48.54	.00			
Total VISUAL EDGE IT, INC.:			48.54	.00			
WELLS FARGO FINANCIAL LEASING INC							
5035597337	LEASE PAYMENT - LIBRARY	001-5-410-6419	313.82	.00			

Invoice Number	Description	GL Account Number	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Period
Total WELLS FARGO FINANCIAL LEASING INC:			313.82	.00			
Grand Totals:			129,181.39	.00			

Report Criteria:
Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.

Amount Paid

Total LAW/CODE ENFORCEMENT:

402.52

Total FIRE:

837.03

Total ANIMAL CONTROL:

230.05

Total AIRPORT:

36,639.18

Total LIBRARY:

1,853.95

Total PARKS/RECREATION:

6,599.49

Total ACTIVITY CENTER:

1,965.49

Total SWIMMING POOL:

951.80

Total VETERAN'S MEMORIAL AUDITORIUM:

2,489.68

Total COMMUNITY ECONOMIC DEVELOPMENT:

450.00

Total :

3,767.77

Total CITY CLERK:

233.49

Total CITY FACILITIES:

350.93

Total TORT LIABILITY - P & C/WC INS:

301.84

Total GENERAL GOVERNMENT:

596.43

Total STREET CONSTRUCTION:

57,669.65

Total FLEXIBLE BENEFITS FUND:

168.08

Total FLEXIBLE BENEFITS FUND:

168.08

Total STREET/SIDEWALK CONSTRUCTION:

653.10

Total STREET OPS/EQUIPMENT:

3,127.19

Total TRAFFIC SAFETY:

128.82

Total ROAD USE TAX FUND:

3,909.11

Total DOWNTOWN UPPER STORY/FACADE:

11,000.00

Total DOWNTOWN UPPER STORY/FACADE:

11,000.00

Total 2020 GO BOND:

600.00

Total DEBT SERVICE - BOND FUND:

600.00

Total HARLAN PLAZA & HCCE:

1,007.00

Total HARLAN PLAZA & HCCE FUND:

1,007.00

Total DREAM PLAYGROUND PROJECT:

26.36

Amount Paid

Total DREAM PLAYGROUND PROJECT:

26.36

Total WWTP:

6,431.06

Total WWTP LINES:

48,370.13

Total SEWER FUND:

54,801.19

Grand Totals:

129,181.39

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

RESOLUTION NO. 2617

CITY OF HARLAN, IOWA CITY VEHICLE TRACKING VIA VERIZON CONNECT

1. Purpose:

The City of Harlan is committed to maximizing the efficiency, accountability, and safety of its municipal fleet. While respecting employee privacy and complying with applicable federal and state laws regarding monitoring, this policy establishes the use of Verizon Connect devices on city owned vehicles to optimize fleet operations and route planning; monitor vehicle usage, mileage and engine performance/maintenance; verify employee hours and ensure compliance with work schedules; and promote safe and responsible operation of city vehicles.

2. Definitions:

A city vehicle is any vehicle owned, leased, or operated by the City of Harlan. An authorized user is any employee, contractor or volunteer approved to operate any city vehicle. A Verizon Connect device is a GPS tracking device installed in city vehicles.

3. Scope:

This policy applies to city-owned vehicles and all employees who are authorized to operate or manage these vehicles, including departments such as Parks and Recreation, Wastewater Treatment Plant, Street Department, Code Enforcement, Fire, and administrative operations. This policy also applies to contractors, temporary staff, or volunteers authorized to operate city vehicles under city supervision.

4. Implementation:

Verizon Connect devices will be installed in all street cleaning equipment and supervisor driven city vehicles. Installation will be coordinated by the City Administrator and Department Supervisors to ensure minimal operational disruption. Employees will be informed in writing that their city vehicle is being tracked.

5. Access and Monitoring:

Data collection will be accessible by the city administration as permissions are assigned. Reports will be used to improve operational efficiency, maintenance scheduling, and workforce accountability.

6. User Guidelines:

Devices are for city business purposes only. Personal use of any city vehicle is prohibited. Tracking will be active during work hours; any non-work-related trips must be authorized in advance. Employees are prohibited from tampering with, disabling, or altering the device once installed.

7. Employee Responsibilities:

It is the responsibility of the city employees to operate city vehicles safely and responsibly. They are to follow all city, state and federal vehicle regulations. They are to report any device malfunctions or issues to city administration immediately.

8. Administration Responsibilities:

It is the responsibility of the city administration to monitor vehicle and employee data to identify improvements in efficiency. They will review reports regularly to support payroll verification, maintenance planning and operational decision making. Compliance with this policy will be ensured and any misuse will be addressed promptly.

9. Data Privacy and Retention:

Data will be retained for a minimum of 12 months unless required longer for audits, legal obligations, or operational review. All tracking data is the property of the City and will be managed in accordance with Iowa State Law and policies of the City of Harlan.

10. Enforcement:

Violations of this policy, including tampering with tracking devices or unauthorized personal use of vehicles, may result in disciplinary action, up to and including termination.

This policy shall be reviewed as needed to ensure alignment with the City's priorities and financial position.

PASSED AND APPROVED on this 16th day of September 2025

Jay Christensen, Mayor

ATTEST:

Ashley Schleis, City Clerk/Finance Director

RESOLUTION NO. 2618

**RESOLUTION APPOINTING TITLE VI COORDINATOR FOR THE CITY
OF HARLAN, IOWA**

The City of Harlan hereby appoints Gervas Mgonja, City Administrator, the Title VI Coordinator for the City of Harlan. The coordinator will be responsible for implementing and monitoring the local public agency's Title VI program per the agreement and is the representative for issues and actions pertaining to the agreement.

PASSED AND APPROVED this 16th day of September 2025.

Jay Christensen, Mayor

Attest: Ashley Schleis, City Clerk