

CITY OF HARLAN – HARLAN, IOWA – January 2, 2018

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 in City Hall at 5:15 o'clock P.M. the 2nd day of January 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Pedersen to approve the agenda. The motion carried unanimously.

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

It was moved by Kroger and seconded by Rudolph that the following items contained in the Consent Agenda be approved and adopted:

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 12/19/17 Council meeting
- b. Claims List No. 1160 in the amount of \$146,752.14
- c. Council Committees and Liaisons for 2018, with amendment to Ambulance Commission. Mike Kolbe will serve as liaison instead of Dave Miller.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Proposed Sale of City Property – **PARCELS A & B, LOT 28, REPLAT I OF LOT 6 OF HARLAN PLAZA SUBDIVISION TO THE CITY OF HARLAN, IOWA**, to Fifth Generation LLC.

The Public Hearing was opened at 5:17 p.m.

No oral or written objections were filed.

It was moved by Miller and seconded by Bladt to close the hearing. The motion carried unanimously.

Council Member Kroger introduced **RESOLUTION NO. 2310 - RESOLUTION FOR THE DISPOSAL OF THE CITY-OWNED PROPERTY, LEGALLY DESCRIBED AS PARCELS A & B, LOT 28, REPLAT I OF LOT 6 OF HARLAN PLAZA SUBDIVISION TO THE CITY OF HARLAN, IOWA** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Rudolph introduced **RESOLUTION NO. 2311 - RESOLUTION SETTING DATE OF JANUARY 16, 2018, 5:15 P.M. FOR PUBLIC HEARING REGARDING THE PROPOSED SALE OF CITY-OWNED PROPERTY, LOT 30 & 31, IN G. H. CHRISTIANSEN SUBDIVISION IN CITY OF HARLAN, IOWA** and

moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

It was moved by Kroger and seconded by Pedersen to approve the re-appointment of Dave Miller to the Hotel/Motel Tax Committee for another one-year term to expire 1/08/19. Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt. Abstain: Miller, due to conflict of interest. Nays: None. The motion carried.

It was moved by Bladt and seconded by Rudolph to approve the re-appointments of the following City officers for two-year terms to expire 12/31/19:

- a.) City Treasurer Wava Bails
- b.) City Attorney Todd Argotsinger
- c.) City Health Officer Terri Daringer
- d.) Police Chief Frank Clark

The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

City Council of the City of Harlan, Iowa January 4, 2018

The City Council met on Thursday, January 4, 2018 at 7:30 a.m. in the City Council Chambers, 711 Durant Street, Harlan, Iowa, for a budget work session and for the purpose of hearing budget requests from department heads for FY18/19.

Present: Mike Kolbe, Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

Absent: None

Also Present: City Administrator Gene Gettys, City Clerk Jane Smith

Mayor Kolbe called the work session to order.

Budget requests were made by:

- Police Chief Frank Clark, for the Police Department
- Fire Chief Roger Bissen, for the Fire Department
- Street Superintendent Ron Buck, for the Street Department and RUT
- Superintendent Steve Kenkel, for the Sanitation Department
- Veteran's Memorial Auditorium/C.G. Therkildsen Activity Center Manager Tim Miller, for Vet's and the Activity Center
- Library Director Amanda Brewer, for the Library
- City Facilities Superintendent Kevin (Hoss) Krohn, for the City Facilities, Parks and Recreation, Pool and Animal Control
- City Administrator Gene Gettys and City Clerk Jane Smith for the following:
 1. Communication Center
 2. Ambulance
 3. Airport
 4. Landfill
 5. Band
 6. Cemetery
 7. Community Economic Development
 8. SCCC Economic Development
 9. Mayor/Council
 10. City Clerk
 11. Legal

The budget work session will continue January 10, 2018 at 4:30 p.m.

The City Council Budget Work Session continued 1/10/18 at 4:30 p.m.:

Present: Mike Kolbe, Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

Absent: Dave Pedersen

Also Present: City Administrator Gene Gettys, City Clerk Jane Smith

Mayor Kolbe called the work session to order.

Purpose of the work session was to continue budget review from 1/4/18.

Budget discussion included the review of:

General Government expenses

L.O.S.T.

Urban Renewal/TIF

Downtown Façade – Upper Story

- \$50,000 will be budgeted in the Downtown Upper Story/Façade fund for FY18/19. Mayor Kolbe would like the Council to consider making the funds available to other businesses in Urban Renewal Areas, in which reimbursement could be captured through TIF certification.

Debt Service/Bonds

Projects:

JJ Jensen Park

GH Christiansen Subdivision

CDBG Downtown Rehabilitation

Downtown Sound System

Harlan Plaza and H.C.C.E.

Street Lighting Project

Welcome Sign Project

Little George Lake Park Project

Employee Benefits

The budget work session will continue February 12, 2018 at 11:30 a.m.

The budget work session was rescheduled until February 20, 2018 at 5:15 p.m.

The City Council Budget Work Session continued to 2/20/18 at 5:15 P.M.:

Present: Mike Kolbe, Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger,
Greg Bladt, Dave Miller

Absent: None

Also Present: City Administrator Gene Gettys, City Clerk Jane Smith

Mayor Kolbe called the work session to order.

Purpose of the work session was to continue budget review from 1/10/18.

Discussion Items Included:

- Review of Budget Estimates
- Property Valuation and Total Levy Comparisons by Fiscal Year
- Revenue and Expense Analysis
- General Fund Expense Percentages by Department
- 5-Year CIP Plan and Financing Options
- Long Term Debt Schedule

There being no further discussion, the Work Session adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – January 16, 2018

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 in City Hall at 5:15 o'clock P.M. the 16th day of January 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Greg Bladt,
Dave Miller

ABSENT: Sharon Kroger

The City Clerk presented the agenda. It was moved by Miller and seconded by Pedersen to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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 01/02/2018 Council meeting
- b. Claims List No. 1161 in the amount of \$175,372.96
- c. Expenditure and revenue reports for the month of December 2017
- d. Police statistical report for the month of December 2017
- e. Renewal application by Cyclone Lanes, 912 Chatburn Ave., Class C Liquor License (LC) (Commercial) Sunday Sales
- f. Renewal application by Pizza Hut, 2214 Lincoln Ave., Class B Beer (BB) (Includes Wine Coolers) Sunday Sales
- g. Approve salaries paid in 2017 and instruct Clerk to publish the same

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Emma Barnes was present to provide the Council with information regarding her Community Garden Service Project. Emma, a 4-H member, grew and sold 200 pounds of garden produce. She used the money for a community service project, to assist women and children affected by domestic violence and abuse.

Kara Rueschenberg, a member of the Harlan Community School Student Council, was present to provide a 2nd Quarter update on the many school and community activities they organize and participate in.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Proposed Sale of City Property – **LOTS 30 & 31, IN G. H. CHRISTIANSEN SUBDIVISION IN CITY OF HARLAN, IOWA**, to Seth A. & Kimberly L. Piro.

The Public Hearing was opened at 5:26 p.m.

No oral or written objections were filed.

It was moved by Miller and seconded by Christensen to close the hearing. The motion carried unanimously.

Council Member Bladt introduced **RESOLUTION NO. 2312 - RESOLUTION FOR THE DISPOSAL OF THE CITY-OWNED PROPERTY, LEGALLY DESCRIBED AS LOTS 30 & 31, IN G. H. CHRISTIANSEN SUBDIVISION IN CITY OF HARLAN, IOWA** and moved its adoption. Council Member Pedersen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council member Christensen introduced **Resolution No. 2313, entitled “RESOLUTION NO. 2313 CITY OF HARLAN EMPLOYEE & VOLUNTEER FOOD & BEVERAGE POLICY”** and moved its adoption. Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The City Administrator presented his report and thanked the community for their cooperation with the City during the recent snow event.

The City Clerk presented her report.

The Mayor presented his report.

It was moved by Pedersen and seconded by Miller to approve the mayor’s appointment of:

- Todd Berndt to the Parks & Recreation Board to complete Kristen VanBaale’s term ending 07/01/2020

The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – February 06, 2018

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 in City Hall at 5:15 o'clock P.M. the 6th day of February 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The Deputy City Clerk presented the agenda. It was moved by Kroger and seconded by Pedersen to approve the agenda. The motion carried unanimously.

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

It was moved by Miller and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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 01/16/2018 Council meeting
- b. Claims List No. 1162 in the amount of \$178,195.19
- c. Renewal application by Mi Casa, 512 Market St., Class C Liquor License (LC) (Commercial) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Frank Clark, Police Chief, Angie Hansen, Police Department Office Manager, & Carolyn Blum, Shelby County Treasurer were present to answer any questions regarding the 28E Agreement for the collection of Delinquent Parking Tickets.

Council member Bladt introduced **Resolution No. 2314 - 28E agreement with Shelby County for Collection of Delinquent Parking tickets** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

It was moved by Rudolph and seconded by Pedersen to receive the IAMU Dividend check of \$33404.01 and pay out \$13361.60 to HMU.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

It was moved by Kroger and seconded by Miller to accept the Airport Land Easement Agreement.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Renee Hansen, Deputy City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – February 27, 2018

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 in City Hall at 5:15 o'clock P.M. the 27th day of February 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Kroger and seconded by Rudolph to approve the agenda. The motion carried unanimously.

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

It was moved by Bladt and seconded by Pedersen that the following items contained in the Consent Agenda be approved and adopted:

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 02/06/2018 Council meeting
- b. Council Work Sessions – 1/4/18, 1/10/18 & 2/20/18
- c. Claims List No. 1163 in the amount of \$ 177,358.00
- d. Expenditure and revenue reports for the month of January 2018
- e. Police statistical report for the month of January 2018
- f. Resolution 2315 – Updating the Police Policies and Procedures manual – Rifle Policy
- g. Renewal application by Dollar General Store #2377, 1102 Chatburn Ave., Class B Wine Permit Class C Beer Permit (BC) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Ellen Walsh-Rosmann and Daniel Rosmann gave a power point presentation on their Good Growing Enterprises, LLC, d/b/a Farm Table Delivery. It was moved by Miller and seconded by Pedersen to approve the Good Growing Enterprises, LLC, d/b/a/ Farm Table Delivery Lease Agreement for 1901 Hawkeye Avenue. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to receive and file the Park & Recreation Board minutes from 02/13/18. The motion carried unanimously.

It was moved by Rudolph and seconded by Miller to approve the recommendation of the Park & Recreation Board to charge a \$25 fee for shelter house rent. A reservation calendar and payment options will be available online and/or in City Hall. The motion carried unanimously.

It was moved by Kroger and seconded by Pedersen to approve the recommendation of the Park & Recreation Board to charge a \$10 fee for picnic table rentals. Reservations and payment will be available at City Hall. The motion carried unanimously.

It was moved by Christensen and seconded by Kroger to change the March 6, 2018 City Council meeting to March 13, 2018. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to set the public hearing date of 03/13/18 at 5:15 p.m. for the proposed FY18/19 Annual Budget. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – MARCH 13, 2018

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 in City Hall at 5:15 o'clock P.M. the 13th day of March 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: None

The City Clerk presented the agenda. It was moved by Rudolph and seconded by Pedersen to approve the agenda. The motion carried unanimously.

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

It was moved by Miller and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 02/27/2018 Council meeting
- b. Claims List No. 1164 in the amount of \$119,882.93
- c. Renewal application by Veterans Memorial Auditorium, 1104 Morning VW Dr., Class C Liquor License (LC) (Commercial) Sunday Sales
- d. Renewal application by Shelby County Fair Corporation, 314 4th St., Class B Beer (BB) (Includes Wine Coolers) Outdoor Service Sunday Sales
- e. Renewal application by Shelby County Speedway, 314 4th St., Class B Beer (BB) (Includes Wine Coolers) Outdoor Service Sunday Sales
- f. Application for Shelby Co Fair Fireworks July 13, 2017 (Rain date July 15, 2017)

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Amy Barrett was present to be heard. She would like to sell her lots and is requesting an extension for the new owner to start construction by April 30, 2019 on Lots 33 & 34 of G.H. Christiansen Subdivision. It was moved by Bladt and seconded by Kroger to grant the extension of April 30, 2019. The motion carried unanimously.

The Mayor announced that this was the time, date, and place for a public hearing regarding: The Proposed FY 18/19 Annual Budget

The Public Hearing was opened at 5:20 p.m.
No oral or written objections were filed.

It was moved by Miller and seconded by Kroger to close the hearing. The motion carried unanimously.

Council Member Miller introduced **RESOLUTION NO. 2316 – ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2019** and moved its adoption. Council Member Pedersen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted

Dave Sturm, with Snyder & Associates, was present to discuss final plans, specifications and cost opinions for the Harlan Plaza Infrastructure Project.

Council member Kroger introduced **Resolution No. 2317 - RESOLUTION SETTING BID LETTING DATE OF APRIL 2, 2018, PUBLIC HEARING DATE OF APRIL 3, 2018, AND AUTHORIZING BIDS FOR HARLAN PLAZA INFRASTRUCTURE** and moved its adoption. Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted

Council member Christensen introduced **Resolution No. 2318 – TO SET THE DATE OF APRIL 3, 2018 FOR THE PUBLIC HEARING REGARDING THE SALE OF 1807 5TH ST., LOTS 4, 5, & 6 IN BLOCK 89 OF MCDONALD’S SUBDIVISION TO THE CITY OF HARLAN** and moved its adoption. Council Member Pedersen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted

It was moved by Rudolph and seconded by Kroger to approve the Performance Agreements for FMCTC/ICN and HMU, for the Harlan Plaza berm removal. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – MARCH 20, 2018

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 in City Hall at 5:15 o'clock P.M. the 20th day of March 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Bladt to approve the agenda. The motion carried unanimously.

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

It was moved by Pedersen and seconded by Kroger that the following items contained in the Consent Agenda be approved and adopted:

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 03/13/2018 Council meeting
- b. Claims List No. 1165 in the amount of \$34,028.13
- c. Expenditure and Revenue reports for the month of February 2018
- d. Police statistical report for the month of February 2018
- e. Resolution 2319 - Updating the Police Policies and Procedures manual – Iowa System Disciplinary Policy
- f. Renewal application by Yesway #1009, 618 Durant St, for Class E Liquor License (LE), Class B Wine Permit, Class C Beer Permit & Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

It was moved by Kroger and seconded by Christensen to receive and file the Public Property Committee minutes from 03/12/18. The motion carried unanimously.

Discussion has held on the Public Property Committee recommendation regarding two options for the Faith Family Church property (previously Abundant Life Church).

Joe Rueschenberg, with Sundquist Engineering was present to discuss the project, the two options and answer questions.

- o Option #1 – Would encroach onto the neighboring property during 100-year events and would require a private easement to be granted to the Faith Family Church.
- o Option #2 – Steel sheet piling installed would provide additional storage needed for storm water detention without encroaching on the neighboring property. The steel piling would be approximately 5 feet tall on the property owner's side.

Neighboring property owner, Dan D'Arcy, was present to discuss his concerns. He stated Option #1 would not be a workable solution, so that option was taken off the table.

It was moved by Rudolph and seconded by Miller to approve option #2, in which the church would install the steel sheet piling, place decorative fencing on the steel piling that would face the neighboring property for aesthetics and install drainage tile to provide for proper water drainage from the neighboring properties. Any changes to the engineer’s final design will need to be submitted to the City, to be attached to the permit for public record. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

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Jane Smith, City Clerk	Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – APRIL 3, 2018

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 in City Hall at 5:15 o'clock P.M. the 3rd day of April 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Pedersen to approve the agenda. The motion carried unanimously.

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

It was moved by Kroger and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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 03/20/2018 Council meeting
- B. Claims List No. 1166 in the amount of \$313,058.69
- C. Resolution No. 2320 – Renewal of AFSCME Local 1014, FY18-21
- D. Application for Shelby Co Fair Parade, July 12, 2018
- E. Application by American Legion Post No. 150 for fireworks permit for July 4th, 2018 display at J. J. Jensen Complex at 4th & Cyclone
- F. Renewal Application for Gussied Up Cocktail Lounge, 1022 6th St., Class C Liquor License (LC) (Commercial) Outdoor Service Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Proposed Sale of City Property – **1807 5th St., Lots 4, 5, & 6, Block 89 of McDonald's subdivision to the City of Harlan**, to Marion Maiwald for \$1,526.00.

The Public Hearing was opened at 5:20 p.m.

No oral or written objections were filed.

It was moved by Miller and seconded by Christensen to close the hearing. The motion carried unanimously.

Council Member Rudolph introduced **RESOLUTION NO. 2321 – “RESOLUTION FOR THE DISPOSAL OF THE CITY-OWNED PROPERTY, LEGALLY DESCRIBED AS LOTS 4, 5, & 6, BLOCK 89 OF MCDONALD'S SUBDIVISION TO THE CITY OF HARLAN TO”** Marion Maiwald for \$1,526.00 and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Proposed Approval of **Plans, Specifications & Form of Contract for Harlan Plaza Infrastructure project.**

The Public Hearing was opened at 5:24 p.m.

No oral or written objections were filed.

It was moved by Rudolph and seconded by Pedersen to close the hearing. The motion carried unanimously.

Council Member Kroger introduced **RESOLUTION NO. 2322 – “RESOLUTION APPROVING THE PLANS, SPECIFICATIONS & FORM OF CONTRACT FOR HARLAN PLAZA INFRASTRUCTURE PROJECT”** and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

A review of the construction bids included the following bids:

1. Performance Grading, LLC	\$150,940.34
2. Carley Construction, LLC	\$156,322.50
3. Compass Utility	\$162,176.89
4. Bluffs Paving & Utility Co.	\$167,592.41
5. Caliber Concrete, LLC	\$172,881.17
6. Schmitt Construction	\$175,957.00
7. McCarthy Trenching	\$176,354.80
8. Precision Concrete Services	\$185,382.00
9. King Construction	\$209,384.00

Council Member Bladt introduced **RESOLUTION NO. 2323 – “RESOLUTION MAKING AWARD OF CONTRACT FOR THE HARLAN PLAZA INFRASTRUCTURE PROJECT”** to Performance Grading, LLC for \$150,940.34 and moved its adoption. Council Member Miller seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Pedersen to receive and file the Insurance Committee minutes from 03/19/18. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to receive and file the Historical Preservation Commission minutes from 03/26/18. The motion carried unanimously.

It was moved by Pedersen and seconded by Christensen to follow the Harlan Historical Preservation Commission recommendation to approve Addendum to Grant 2016-USF03 and extend Jerry Henscheid’s grant completion date to 10/01/18. The motion carried unanimously.

Council Member Miller introduced the following **RESOLUTION 2324 ENTITLED “RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE CITY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS”** and moved that it be adopted. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Kroger introduced the following **RESOLUTION 2325 ENTITLED “LOCAL SUPPORT OF THE COMMUNITY GARDEN”** and moved that it be adopted. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Rudolph introduced the following **RESOLUTION 2326 ENTITLED “RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$600,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF HARLAN, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSE) AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF”** and moved that it be adopted. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Christensen introduced the following **RESOLUTION 2327 ENTITLED “RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF HARLAN, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSE – URBAN RENEWAL) AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF”** and moved that it be adopted. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Pedersen to approve the engagement letter with Ahler’s & Cooney for the Airport Land Easement Project. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to approve the two Easement Agreements for Harlan Plaza with:

1. Reischl
2. Peak 7

The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – APRIL 17, 2018

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 in City Hall at 5:15 o'clock P.M. the 17th day of April 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Dave Pedersen

The City Clerk presented the agenda. It was moved by Kroger and seconded by Christensen to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Miller that the following items contained in the Consent Agenda be approved and adopted:

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 04/03/2018 Council meeting
- B. Claims List No. 1167 in the amount of \$81,479.84
- C. Expenditure and revenue reports for the month of March 2018
- D. Police statistical report for the month of March 2018
- E. Renewal application by HyVee Wine & Spirits, 1808 23rd St., Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE), Sunday Sales
- F. Renewal application by HyVee Food Store, 2003 Chatburn Ave., Class B Wine Permit, Class C Beer Permit (BC), Sunday Sales
- G. Renewal application by Rocking Chair, 1014 6th St., Class C Liquor License (LC) (Commercial)
- H. Renewal application by Old Westside Lounge, 1019 7th St, Class C Liquor License (LC) (Commercial), Outdoor Service, & Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Miller

Bladt – Ayes on A, B, C, D, G, H

Abstain: Bladt on E and F, due to employment with HyVee

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Two members of the Harlan Community High School Student Council gave a 3rd quarter update on activities the students have participated in.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Regarding Proposed **Loan Agreement & the Issuance of Not to Exceed \$900,000 General Obligation Capital Loan Notes of the City of Harlan, State of Iowa (For Essential Corporate Purposes-Urban Renewal).**

The Public Hearing was opened at 5:21 p.m.

No oral or written objections were filed.

It was moved by Miller and seconded by Bladt to close the hearing. The motion carried unanimously.

Council Member Kroger introduced **RESOLUTION NO. 2329 – “RESOLUTION AUTHORIZATION OF A LOAN AGREEMENT & THE ISSUANCE OF NOT TO EXCEED \$900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF HARLAN, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES-URBAN RENEWAL)”** and moved its adoption. Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

Regarding Proposed **Loan Agreement & the Issuance of Not to Exceed \$600,000 General Obligation Capital Loan Notes of the City of Harlan, State of Iowa (For Essential Corporate Purpose).**

The Public Hearing was opened at 5:25 p.m.

No oral or written objections were filed.

It was moved by Christensen and seconded by Bladt to close the hearing. The motion carried unanimously.

Council Member Rudolph introduced **RESOLUTION NO. 2330 – “RESOLUTION AUTHORIZATION OF A LOAN AGREEMENT & THE ISSUANCE OF NOT TO EXCEED \$600,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF HARLAN, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSE)”** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The Council reviewed the Harlan Plaza Infrastructure Contracts and Bonds.

Council Member Miller introduced **RESOLUTION NO. 2328 – “RESOLUTION APPROVING HARLAN PLAZA INFRASTRUCTURE CONTRACTS AND BONDS”** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Rudolph to approve the Engagement Agreement with Ahlers & Cooney – GO Capital Loan Notes, Series 2018. The motion carried unanimously.

Council Member Kroger introduced **RESOLUTION NO. 2331 – “RESOLUTION AUTHORIZATION OF APPLICATION FOR GENERAL AVIATION VERTICAL INFRASTRUCTURE PROGRAM (GAVI)”** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Miller introduced **RESOLUTION NO. 2332 – “RESOLUTION OF LOCAL OPPOSITION TO ANY REDUCTION IN THE BACKFILL”** and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

The Mayor read and signed the Home Rule Proclamation. It was moved by Miller and seconded by Rudolph to approve the Home Rule Proclamation. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – MAY 1, 2018

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 in City Hall at 5:15 o'clock P.M. the 1st day of May 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Dave Miller

ABSENT: Dave Pedersen, Greg Bladt

The City Clerk presented the agenda. It was moved by Miller and seconded by Christensen to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Kroger that the following items contained in the Consent Agenda be approved and adopted:

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 04/17/2018 Council meeting
- B. Claims List No. 1168 in the amount of \$362,593.17
- C. Renewal application by Iowa Wines & More, 506 Market St., Class B Native Wine Permit (WBN) Sunday Sales
- D. Renewal Application by Fareway Stores, Inc. #790, 1910 23rd St., Class B Wine Permit Class C Beer Permit (Carryout Beer) Class E Liquor License (LE)

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Council Member Miller introduced **RESOLUTION NO. 2333 – “RESOLUTION DIRECTING THE ACCEPTANCE OF A PROPOSAL FROM UNITED BANK OF IOWA OF HARLAN, IOWA, TO PURCHASE \$1,395,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018”** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Mayor Kolbe introduced Ordinance No. 2018-01 – **AMENDING THE PROVISIONS OF CHAPTER 22 OF THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, AND ADOPTING SECTIONS 22.02, 22.03 & 22.04(2), AS AMENDED, ESTABLISHING MEMBERSHIP REQUIREMENTS FOR THE LIBRARY BOARD OF TRUSTEES.** – 1st Reading

It was moved by Christensen and seconded by Kroger that Ordinance No 2018-01 now be read for the first time.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Miller

Nays: None

The motion carried.

It was moved by Miller and seconded by Kroger that the second and third readings of Ordinance No. 2018-01 be dispensed and that it be placed upon its final adoption. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Miller

Nays: None
The motion carried, and the ordinance was duly adopted.

It was moved by Rudolph and seconded by Kroger to approve the Library job descriptions. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to receive and file the Insurance Committee minutes of 4/30/18. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to follow the Insurance Committee recommendation to renew the Property, Casualty and Work Comp insurance with The Agency, effective 4/01/18. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to follow the Insurance Committee recommendation to renew the Life, Accidental Death and Dismemberment and Long-Term Disability insurance contract for 3 years, effective 7/01/18, with Holmes Murphy, who had the low bid with Reliance Standard. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.
The City Clerk recognized her staff for their exceptional customer service in assisting our citizens.

The Mayor presented his report.
The Mayor read and signed the Arbor Day Proclamation.
The Mayor recognized City Clerk Smith and Municipal Clerks Week, May 6-12, 2018.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – MAY 15, 2018

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 in City Hall at 5:15 o'clock P.M. the 15th day of May 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Dave Pedersen

The City Clerk presented the amended agenda. It was moved by Kroger and seconded by Bladt to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Kroger that the following items contained in the Consent Agenda be approved and adopted:

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 05/01/2018 Council meeting
- B. Claims List No. 1169 in the amount of \$73,734.29
- C. Expenditure and revenue reports for the month of April 2018
- D. Police statistical report for the month of April 2018
- E. Fire Department Members
- F. Renewal application by The Lounge, LLC, 1005 Chatburn Ave., Class C Liquor License (LC) (Commercial) Outdoor Service Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Stephanie Allmon & Connor Gifford were present to discuss Lot 48 GH Christiansen Subdivision and ask for an extension to sell the lot. A builder may be interested in constructing a spec home. It was moved by Miller and seconded by Kroger to table the extension until the May 29, 2018 Council meeting at 5:00 p.m. The motion carried unanimously.

Council Member Christensen introduced **RESOLUTION NO. 2334 – “RESOLUTION SETTING A SOCIAL MEDIA POLICY FOR THE CITY OF HARLAN”** and moved its adoption. Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Bladt introduced **RESOLUTION NO. 2335 – “APPOINTING TITLE VI COORDINATOR”** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Rudolph introduced **RESOLUTION NO. 2336 – “RESOLUTION APPOINTING BANKERS TRUST COMPANY OF DES MOINES, IOWA, TO SERVE AS PAYING AGENT, NOTE REGISTRAR, AND TRANSFER AGENT, APPROVING THE PAYING AGENT AND NOTE REGISTRAR AND TRANSFER AGENT AGREEMENT AND AUTHORIZING THE EXECUTION OF THE**

AGREEMENT” and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Kroger introduced **RESOLUTION NO. 2337 – “RESOLUTION APPROVING AND AUTHORIZING A FORM OF LOAN AGREEMENT AND AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF \$1,395,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2018, AND LEVYING A TAX TO PAY SAID NOTES; APPROVAL OF THE TAX EXEMPTION CERTIFICATE”** and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Christensen to set a Public Hearing date of 05/29/18 at 5:00 p.m. for the amendment of FY17/18 Budget. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to receive and file the Streets, Alleys, and Sidewalk Committee minutes from 04/27/18. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to accept the recommendation from the Streets, Alleys, and Sidewalks committee to not add a 4-way stop sign requested by citizen at 19th & Lincoln Ave. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to accept the recommendation from the Streets, Alleys, and Sidewalks committee to change the Ordinance and not allow “No Parking Except on Sundays” sign from the South side of Lincoln Ave near Christ’s Church. The church at 8th & Farnam has a “No Parking Except on Sundays” sign and the sign would be removed upon changing the Ordinance. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to accept the recommendation from the Streets, Alleys, and Sidewalks committee to remove the stop sign & add two signs that state “Cross Traffic Does Not Stop” on both the east & west side of Industrial Ave & Southwest Ave intersection. The motion carried unanimously.

It was moved by Christensen and seconded by Miller to accept the recommendation from the Streets, Alleys, and Sidewalks committee to add “No Parking” on the West Side of 5th and 6th Streets, between Hill Street and Cyclone Avenue. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to accept the recommendation from the Streets, Alleys, and Sidewalks committee to add “No Parking” in the Cul-de-Sac, for Maplecrest, Farnam Circle and Cheyenne Avenue. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to accept the recommendation from the Streets, Alleys, and Sidewalks committee to remove the “Slow” warning signs on Cheyenne Avenue and Erie Drive. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the FY18/19 & 19/20 Fuel Bid from Farm Service Coop, who offered a .12 cent discount off the posted fuel price of the day (the day of the transaction).

Ayes: Christensen, Rudolph, Bladt, Miller

Abstain: Kroger

Nays: None

It was moved by Rudolph and seconded by Christensen to receive and file the Planning & Zoning Commission minutes from 5/11/18. The motion carried unanimously.

It was moved by Rudolph and seconded by Miller to follow the Planning & Zoning Commission recommendation. To allow the creation of a Peak 7 Addition. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to follow the Planning & Zoning Commission recommendation for the re-zoning of 1807 5th St. from R-2 to I-2. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

- Re-Appointment of Bob Mahoney to the Veteran's Auditorium Commission, term to expire April 19, 2021.
- Re-Appointment of Russ Blenkinsop to the Planning & Zoning Commission, term to expire July 1, 2022.
- Appointment of Scott McLaughlin to the Airport Commission, term to expire April 4, 2024.

It was moved by Kroger and seconded by Christensen to approve the re-appointment of Bob Mahoney to the Veteran's Auditorium Commission, term to expire April 19, 2021, the re-appointment of Russ Blenkinsop to the Planning & Zoning Commission, term to expire July 1, 2022 and the appointment of Scott McLaughlin to the Airport Commission, term to expire April 4, 2024. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – SPECIAL COUNCIL MEETING – May 29, 2018

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in session in the Council Chambers in City Hall at 5:00 p.m. on the 29th day of May 2017. The special meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Dave Pedersen

The City Clerk presented the agenda. It was moved by Miller and seconded by Rudolph to approve the agenda. The motion carried unanimously.

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

It was moved by Christensen and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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.

- Minutes of the 05/15/2018 Council Meeting
- Claims list 1170 in the amount of \$227,429.22
- Renewal Application from Harlan Golf & Country Club, 2503 12th St., Class C Liquor License (LC) (Commercial) Outdoor Service Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding:

- a. Regarding Amendment of FY17/18 City Budget:

The Public Hearing was opened at 5:05 p.m.

No oral or written objections were filed.

It was moved by Kroger and seconded by Bladt to close the hearing. The motion carried unanimously.

Council member Rudolph introduced Resolution No. 2338, entitled **“A RESOLUTION AMENDING THE FY 17/18 ANNUAL BUDGET BY ADOPTING**

BUDGET AMENDMENT #1” and moved its adoption. Council member Kroger seconded the motion to adopt. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

Council member Christensen introduced Resolution No. 2339, entitled “**A RESOLUTION APPROVING ALL TRANSFERS FOR THE 2017-2018 BUDGET AND AMENDED BUDGET”** and moved its adoption. Council member Kroger seconded the motion to adopt. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to receive and file the Parks & Rec minutes from 05/15/18. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to accept the recommendation from the Parks & Rec committee to approve the permit from Ray Porter for Summer music in the park. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the permit from Shelby County Historical Museum for the street closing for Log Cabin Day. The motion carried unanimously.

It was moved by Christensen and seconded by Rudolph to approve the permit from Randy Mages for a street closing for the Relay for Life Car Show. The motion carried unanimously.

Stephanie Allmon & Connor Gifford have requested a building extension for Lot 48, GH Christiansen Subdivision, to sell the lot. It was moved by Kroger and seconded by Bladt to grant Allmon & Gifford a 90-day extension, until the end of August. The motion carried unanimously.

A report was given on FY2018/19 Street Maintenance bids. It was moved by Miller and seconded by Kroger to approve the bid of Western Engineering for \$157,919.00 The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – JUNE 5, 2018

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 in City Hall at 5:15 o'clock P.M. the 5th day of June 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Dave Pedersen

The Deputy City Clerk presented the agenda. It was moved by Miller and seconded by Bladt to approve the agenda. The motion carried unanimously.

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

It was moved by Kroger and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 05/28/2018 Council meeting
- B. Claims List No. 1171 in the amount of \$113,475.70

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Mayor Kolbe introduced Resolution No. 2340, entitled RESOLUTION FIXING DATE FOR PUBLIC HEARING PRIOR TO PROJECT APPROVAL TO CONSIDER A PUBLIC IMPROVEMENT PROJECT WHICH MAY REQUIRE ACQUISITION OF AGRICULTURAL LAND and moved its adoption. Motion by Kroger and seconded by Rudolph.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

Mayor Kolbe introduced Ordinance No. 2018-02 – AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO STOP OR YIELD REQUIREMENTS, BY REPEALING 65.03(3) AND ADDING A NEW PROVISION TO SECTION 65.01 -1st Reading

It was moved by Rudolph and seconded by Bladt that Ordinance No 2018-02 now be read for the first time.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried.

Mayor Kolbe introduced Ordinance No. 2018-03 – AN ORDINANCE AMENDING SECTION 69.08 OF CHAPTER 69 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO PARKING REGULATIONS
-1st Reading

It was moved by Christensen and seconded by Rudolph that Ordinance No 2018-03 now be read for the first time.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried.

It was moved by Bladt and seconded by Kroger to table the request from C.J. Stork to purchase land on Industrial Parkway since he was unable to attend the meeting. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to approve the agreement with Sundquist Engineering for JJ Jensen Park Project. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to approve the Harlan CDBG Downtown Rehabilitation/Façade, Certificate of Substantial Completion. The motion carried unanimously.

It was moved by Christensen and seconded by Bladt to approve the permit from Dara Svendsen for a street closing for the Baldwin Street Party. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to receive and file the minutes from the joint Personnel & Finance and Public Safety meeting. The motion carried unanimously.

Mayor Kolbe introduced Resolution No. 2341, entitled RESOLUTION APPROVING A CITY OF HARLAN EMPLOYEE WELLNESS POLICY and moved its adoption. Motion by Kroger and seconded by Council member Rudolph.

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously.

It was moved by Bladt and seconded by Christensen to reimburse employees for their 2017 & 1st and 2nd quarters of 2018, Peterson Family Wellness Center memberships at \$25 per quarter. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Renee Hansen, Deputy City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – JUNE 19, 2018

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 in City Hall at 5:15 o'clock P.M. the 19th day of June 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Pedersen, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The Deputy City Clerk presented the agenda. It was moved by Miller and seconded by Bladt to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Kroger that the following items contained in the Consent Agenda be approved and adopted:

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 06/05/2018 Council meeting
- B. Claims List No. 1172 in the amount of \$979,844.22
- C. Expenditure and revenue reports for the month of May 2018
- D. Police statistical report for the month of May 2018
- E. Approval of 18/19 Cigarette/Tobacco/Nicotine/Vapor Permits
- F. Fire Department By-laws & Constitution

A roll call vote was had which was as follows:

Ayes: **Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller**

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Jennifer Campbell & Andy Nielsen from the State Auditor's office was present to review the FY 18 Audit review.

It was moved by Miller and seconded by Christensen to receive and file the FY18 Audit.

CJ Stork was present to request a variance on his building permit agreement for property he purchased from the city.

It was moved by Kroger and seconded by Bladt to relieve CJ Stork of his building permit agreement for Parkway Subdivision Lots 3 & 4 and allow him to take out the building permit for Parkway Subdivision Lot 5.

Mayor Kolbe introduced **Resolution No. 2342 - RESOLUTION DETERMINING THE NECESSITY AND FIXING DATE FOR A PUBLIC HEARING ON THE MATTER OF THE ADOPTION OF A PROPOSED AMENDMENT NO. 1 TO THE URBAN REVITALIZATION PLAN** and moved its adoption. Council Member Bladt made a motion and Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: **Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller**

Nays: None

The motion carried unanimously, and the resolution was duly adopted

Mayor Kolbe introduced **Resolution No. 2343 - A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF HARLAN FOR THE YEAR 2018/19** and moved its adoption. Council Member

Rudolph made a motion and Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: **Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller**

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Pedersen to accept the 80% funding for the 7th Street Bridge project from the DOT.

Mayor Kolbe introduced Ordinance No. 2018-02 – AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO STOP OR YIELD REQUIREMENTS, BY REPEALING 65.03(3) AND ADDING A NEW PROVISION TO SECTION 65.01 -2nd Reading

It was moved by Christensen and seconded by Bladt that Ordinance No 2018-02 now be read for the second time.

A roll call vote was had which was as follows:

Ayes: **Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller**

Nays: None

The motion carried.

Mayor Kolbe introduced Ordinance No. 2018-03 – AN ORDINANCE AMENDING SECTION 69.08 OF CHAPTER 69 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO PARKING REGULATIONS -2nd Reading

It was moved by Bladt and seconded by Kroger that Ordinance No 2018-03 now be read for the second time.

A roll call vote was had which was as follows:

Ayes: **Christensen, Rudolph, Pedersen, Kroger, Bladt, Miller**

Nays: None

The motion carried.

The City Administrator presented his report.

The Deputy City Clerk didn't have a report.

The Mayor presented his report.

It was moved by Miller and seconded by Kroger to re-appoint Jennifer Kelly to the Board of Adjustment for a 5-year term to expire 07/01/2023. The motion carried unanimously.

It was moved by Christensen and seconded by Rudolph to appoint Charles Parkhurst to the Veteran's Memorial Auditorium Commission for a 3-year term to expire 07/01/2021. The motion carried unanimously.

It was moved by Miller and seconded by Bladt to appoint Lori Stitz to the Planning & Zoning Commission for a 4-year term to expire 07/01/2022. The motion carried unanimously.

It was moved by Bladt and seconded by Pedersen to re-appoint Roger Ewert & Joann Miller to the Library Board for a 4-year term to expire 07/01/2022. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to re-appoint Paul Bruck to the Tree Commission for a 3-year term to expire 05/16/2021. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to receive and file Dave Pedersen's resignation from City Council, effective 07/01/2018.

Pedersen left the meeting at 6:00pm

It was moved by Miller and seconded by Kroger to move into a closed session at 6:10pm.

Ayes: **Christensen, Rudolph, Kroger, Bladt, Miller**
Nays: None
The motion carried unanimously

It was moved by Bladt and seconded by Miller to end the closed session at 6:50pm.

Ayes: **Christensen, Rudolph, Kroger, Bladt, Miller**
Nays: None
The motion carried unanimously

There being no further business, the meeting on motion adjourned.

Renee Hansen, Deputy City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – JULY 3, 2018

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 in City Hall at 5:15 o'clock P.M. the 3rd day of July 2018. The meeting was called to order by Dave Miller, Mayor Pro-Tem in the Chair, and the following Council members were:

PRESENT: Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Mike Kolbe, Jay Christensen

The City Clerk presented the agenda. It was moved by Rudolph and seconded by Kroger to approve the agenda. The motion carried unanimously.

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

It was moved by Bladt and seconded by Kroger that the following items contained in the Consent Agenda be approved and adopted:

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 06/19/2018 Council meeting

B. Claims List No. 1173 in the amount of \$236,337.49

A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor Pro-Tem announced that this was the time, date, and place for a public hearing regarding: **ADOPTING AMENDMENT NO. 1 TO THE URBAN REVITALIZATION PLAN.**

The Public Hearing was opened at 5:18 p.m.

No oral or written objections were filed.

It was moved by Rudolph and seconded by Kroger to close the hearing. The motion carried unanimously.

Council Member Kroger introduced **Resolution No. 2344 - RESOLUTION ADOPTING AMENDMENT NO. 1 TO THE URBAN REVITALIZATION PLAN** and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Rudolph introduced **Resolution No. 2345 – RESOLUTION REGARDING EMPLOYEE SHARING WITH THE HARLAN COMMUNITY SCHOOL DISTRICT.** Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted

Council Member Kroger introduced **Resolution No. 2346 - RESOLUTION TO AMEND RESOLUTION NO. 2182, WHICH PROVIDED FOR A MATCHING GRANT FOR PROPERTY OWNERS IN DOWNTOWN HARLAN, IOWA TO ENCOURAGE THE REVITALIZATION OF AVAILABLE RESIDENTIAL AREAS AND FOR THE BEAUTIFICATION OF BUILDING EXTERIORS.** Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The 2018 Audit Engagement Letter from the State of Iowa was discussed. It was moved by Kroger and seconded by Rudolph to approve the 2018 Audit Engagement Letter.

Mayor Pro-Tem Miller introduced **Ordinance No. 2018-02 – AN ORDINANCE AMENDING CHAPTER 65 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO STOP OR YIELD REQUIREMENTS, BY REPEALING 65.03(3) AND ADDING A NEW PROVISION TO SECTION 65.01.**

It was moved by Kroger and seconded by Bladt that Ordinance No 2018-02 now be read for the third time. A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the Ordinance was duly adopted.

Mayor Pro-Tem Miller introduced **Ordinance No. 2018-03 – AN ORDINANCE AMENDING SECTION 69.08 OF CHAPTER 69 OF THE CODE OF ORDINANCES FOR THE CITY OF HARLAN, IOWA PERTAINING TO PARKING REGULATIONS.**

It was moved by Kroger and seconded by Rudolph that Ordinance No 2018-03 now be read for the third time. A roll call vote was had which was as follows:

Ayes: Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the Ordinance was duly adopted.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Dave Miller, Mayor Pro-Tem

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

CITY OF HARLAN – HARLAN, IOWA – JULY 17, 2018

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 in City Hall at 5:15 o'clock P.M. the 17th day of July 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Bladt to approve the agenda, moving agenda item #6 to follow agenda item #3. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 07/03/2018 Council meeting
- B. Claims List No. 1174 in the amount of \$193,231.00
- C. Expenditure and revenue reports for the month of June 2018
- D. Police statistical report for the month of June 2018

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding: **PROJECT APPROVAL TO CONSIDER A PUBLIC IMPROVEMENT PROJECT WHICH MAY REQUIRE ACQUISITION OF AGRICULTURAL PROPERTY.**

The Public Hearing was opened at 5:18 p.m.

Eric Johnson, with Kirkham & Michael, was present to explain the airport improvement project and illustrate the projected easements on an airport map. Jack Borgmeyer, with Midwest Right of Way, was present to explain the land acquisition process, from appraisal to follow up with property owners.

No oral or written objections were filed.

It was moved by Kroger and seconded by Rudolph to close the hearing. The motion carried unanimously.

Council Member Bladt introduced **Resolution No. 2347 - AUTHORIZING INITIATION OF PUBLIC IMPROVEMENT PROJECT WHICH MAY REQUIRE ACQUISITION OF AGRICULTURAL LAND** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Todd Penisten, with Veenstra & Kimm, was present to discuss the final plans, specifications and cost opinion for the Wastewater Treatment Plant

Improvements Control Building & SCADA System. This is the last part of the improvement plan that needs updated or upgraded.

Council Member Christensen introduced **Resolution No. 2348 - SETTING A DATE OF AUGUST 7TH FOR PUBLIC HEARING, REGARDING THE WASTEWATER TREATMENT PLANT IMPROVEMENTS CONTROL BUILDING & SCADA SYSTEM** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Jared Nook & Kelley Hrabe, with Prairie Fire Development Group, were present to discuss a privately owned, Community Housing Project in the G.H. Christiansen Subdivision. The group would like to target 36 - 44 total units. Anticipated use would be 2 or 3-bedroom duplex units and a 1 or 2-bedroom low-rise apartment building. The housing project would target moderate income Iowans through a tax credit program, funded through the IRS and awarded through the Iowa Finance Authority.

It was moved by Miller and seconded by Rudolph to receive & file the Streets, Alleys, & Sidewalk Committee minutes from 07/11/2018. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the recommendation of the Streets, Alleys & Sidewalk Committee to set a completion date of 12/31/2018 for the completion of sidewalk installation or striping. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to approve the recommendation of the Streets, Alleys & Sidewalk Committee to order signage for mid-block crosswalks on Hawkeye Avenue and on 6th Street and install striping by 09/01/2018. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the recommendation of the Streets, Alleys & Sidewalk Committee to require Bank of the West/ThinkSpace IT, remove/paint over the two "NO PARKING" spaces/curb markings, along 8th Street by 07/31/2018 and direct City staff to remove the "NO PARKING – LOADING ZONE" sign on the west side of Bank of the West. The painting of the "No Parking" spaces and the sign did not previously receive City approval. The motion carried unanimously.

It was moved by Christensen and seconded by Bladt to approve adding a handicap parking space on 6th Street, next to the alley, ½ block south of the square, to be consistent with other handicap parking spaces ½ block off the square. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to approve the recommendation of the Streets, Alleys & Sidewalk Committee to direct City Staff to patch the south ½ mile of Maple Road with gravel, until a long-term repair can be budgeted. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to approve the recommendation of the Streets, Alleys & Sidewalk Committee to re-stripe the center line markings on 19th Street in the future, to allow 13' of travel lane on the west side. This would be similar to Baldwin Street. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

It was moved by Miller and seconded by Kroger to appoint Chance Goddard to the Tree Advisory Committee for a 3-year term that expires 05/16/2021. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to appoint Mary Johnson to the Planning & Zoning Commission for a 4-year term that expires 07/01/2022. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – AUGUST 7, 2018

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 in City Hall at 5:15 o'clock P.M. the 7th day of August 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Dave Miller and Greg Bladt via conference call

ABSENT: Sharon Kroger

The City Clerk presented the agenda. It was moved by Miller and seconded by Christensen to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 07/17/2018 Council meeting

B. Claims List No. 1175 in the amount of \$263,110.31

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Miller, Bladt

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced that this was the time, date, and place for a public hearing regarding: **WASTEWATER TREATMENT PLANT IMPROVEMENTS CONTROL BUILDING & SCADA SYSTEM**

The Public Hearing was opened at 5:17 p.m.

No oral or written objections were filed.

It was moved by Miller and seconded by Rudolph to close the hearing. The motion carried unanimously.

Council Member Miller introduced **Resolution No. 2349 - A RESOLUTION ADOPTING FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT & ESTIMATE OF COST & SETTING BID LETTING DATE OF AUGUST 8TH, 2018 FOR THE CONSTRUCTION OF THE WASTEWATER TREATMENT PLANT IMPROVEMENTS CONTROL BUILDING & SCADA SYSTEM** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Miller, Bladt

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Rudolph and seconded by Christensen to receive & file the Parks & Recreation Board minutes from 07/24/2018. The motion carried unanimously.

It was moved by Miller and seconded by Bladt to approve the recommendation of the Parks & Recreation Board to approve John Leinberger's project proposal to renovate the Alcatraz basketball court in Potter Park. The motion carried unanimously.

Council Member Rudolph introduced **Resolution No. 2350 - A RESOLUTION APPROVING THE PEAK 7 ADDITION** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Miller, Bladt

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Joe Rueschenberg was present to review the proposed plans, specifications, form of contract & estimate of cost for the J.J. Jensen Park Improvement Project – Phase 1, Little League Restroom, Press Boxes, Bleachers and Backstop/Netting

Council Member Christensen introduced **Resolution No. 2351 - A RESOLUTION SETTING THE DATE OF AUGUST 21, 2018 FOR A PUBLIC HEARING, REGARDING THE PLANS, SPECIFICATIONS, FORM OF CONTRACT & ESTIMATE OF COST FOR THE J.J. JENSEN PARK IMPROVEMENT PROJECT – PHASE 1, LITTLE LEAGUE RESTROOM, PRESS BOXES, BLEACHERS, BACKSTOP/NETTING & SETTING A BID LETTING DATE AS AUGUST 9, 2018** and moved its adoption. Council Member Miller seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Miller, Bladt

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Discussion was held on the Potter Park tennis court refinishing. It was moved by Miller and seconded by Rudolph to approve the low bid of Tennis Courts Unlimited to refinish the Potter Park tennis court for \$19,950.00. The motion carried unanimously.

There being no further business, Mayor Kolbe adjourned the meeting.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – AUGUST 21, 2018

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 in City Hall at 5:15 o'clock P.M. the 21st day of August 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The Deputy City Clerk presented the agenda. It was moved by Bladt and seconded by Kroger to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 08/07/2018 Council meeting
- B. Claims List No. 1176 in the amount of \$141,335.53
- C. Expenditure and revenue reports for the month of July 2018
- D. Police statistical report for the month of July 2018
- E. Renewal application by Shopko Hometown, 2099 Chatburn Ave.,
Class B Wine Permit Class C Beer Permit (BC) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Katie Sandquist & Jani Sorfonden provided an update on the Shelby Co. Wellness Alliance.

Doug Batz, representing the Shelby County Speedway, was present to discuss two permit requests for the Tiny Lund weekend.

It was moved by Miller and seconded by Kroger to approve the noise ordinance permit. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to table the street closing permit until more information can be presented. The motion carried unanimously.

The Mayor announced that this was the time, date, and place for a public hearing regarding Plans, Specifications, Form of Contract and Estimate of Cost for the J.J. Jensen Facility Improvement Project - Phase I, Little League Restroom, Press Boxes, Bleachers and Backstop/Netting at the J.J. Jensen Complex.

The Public Hearing was opened at 5:40 p.m.

No oral or written objections were filed.

It was moved by Rudolph and seconded by Kroger to close the hearing. The motion carried unanimously.

Council Member Miller introduced **Resolution No. 2352 – A RESOLUTION ADOPTING FINAL PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST FOR THE J.J. JENSEN FACILITY IMPROVEMENTS – PHASE 1, LITTLE LEAGUE RESTROOM, PRESS BOXES, BLEACHERS AND BACKSTOP/NETTING AT J.J. JENSEN COMPLEX** and moved its adoption. Bids will be taken until 2:00 p.m. on 8/20/18. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Rudolph introduced **Resolution No. 2353 - A RESOLUTION TO ESTABLISH A PETTY CASH FUND AND CHANGE FUND AND POLICIES ON USE THEREOF** and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Christensen introduced **Resolution No. 2354 – A RESOLUTION TO ESTABLISH AN OPEN RECORDS POLICY** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Kroger and seconded by Miller to appoint Troy Schaben to fill the Lincoln Township, At-Large Council vacancy, with a term to expire December 31, 2019. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and Schaben was duly appointed.

The City Administrator presented his report.

The Mayor presented his report.

It was moved Miller and seconded by Kroger to move into a closed session at 6:20 p.m., per Iowa Code 21.5(j) - to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed.

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously

It was moved by Kroger and seconded by Bladt to end the closed session at 7:00pm.

Ayes: Christensen, Rudolph, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – SEPTEMBER 4, 2018

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 in City Hall at 5:15 o'clock P.M. the 4TH day of September 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Kroger to approve the amended agenda, with the deletion of items 3-A and 4-E. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 08/21/2018 Council meeting
- B. Claims List No. 1177 in the amount of \$115,712.02
- C. Renewal application by Barry Deuel, DBA, The Flower Barn, 624 Market St., Class B Native Wine Permit (WBN) Sunday Sales
- D. Renewal application by Casey's General Store #2914, 1006 Chatburn Ave., Class B Wine Permit Class C Beer Permit (Carryout Beer) Class E Liquor License (LE) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Stephanie & Connor Gifford requested an extension on Lot 48, G.H. Christiansen Subdivision based upon a verbal purchase agreement with Prairie Fire Development Group and also the Prairie Fire Development Group agreement with the City of Harlan.

It was moved by Bladt and seconded by Rudolph to approve the extension request from The Gifford's regarding Lot 48, GH Christiansen Subdivision. The motion carried unanimously.

Council Member Bladt introduced **Resolution No. 2355 – A RESOLUTION TO APPROVE THE 2018 STREET FINANCIAL REPORT** and moved its adoption. Council Member Miller seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The Council reviewed the three construction bids received for the Wastewater Treatment Plant Improvements – Control Building & SCADA System.

Building Crafts	\$1,093,000
Grundman-Hicks, LLC	\$1,143,000
Christiansen Construction	\$1,287,175

Council Member Miller introduced **Resolution No. 2356 - AWARDING CONTRACT FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENTS CONTROL BUILDING & SCADA SYSTEM PROJECT TO THE LOW BID OF BUILDING CRAFTS IN THE AMOUNT OF \$1,093,000** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Kroger introduced **Resolution No. 2357 – RESOLUTION SETTING DATE OF SEPTEMBER 18, 2018 AT 5:15 P.M. FOR A PUBLIC HEARING REGARDING THE PROPOSED SALE OF CITY-OWNED PROPERTY, LOTS 2-5, 64-79, 45-47, 57-58, IN G. H. CHRISTIANSEN SUBDIVISION IN CITY OF HARLAN, IOWA** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The City Administrator presented his report.

The City Clerk presenter her report.

The Mayor presented his report. A Suicide Prevention Awareness Proclamation was read.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – SEPTEMBER 18, 2018

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 in City Hall at 5:15 o'clock P.M. the 18TH day of September 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Kroger to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 09/04/2018 Council meeting
- B. Claims List No. 1178 in the amount of \$98,986.88
- C. Expenditure and revenue reports for the month of August 2018
- D. Police statistical report for the month of August 2018
- E. Renewal application by Victoria Station, 407 Victoria St., Class C Liquor License (LC) (Commercial)

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Council Member Kroger introduced **RESOLUTION NO. 2358 – RESOLUTION SETTING DATE OF OCTOBER 2, 2018, FOR PUBLIC HEARING REGARDING THE PROPOSED SALE OF CITY-OWNED PROPERTY, LOTS 2-5, 64-79, 45-47, 57-58, IN G. H. CHRISTIANSEN SUBDIVISION IN CITY OF HARLAN, IOWA TO HARLAN PARTNERS, LLC** and moved its adoption. Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

Council Member Bladt introduced **RESOLUTION NO. 2359 – RESOLUTION APPROVING PURCHASE AGREEMENT CONCEPT FOR CONVEYING CITY-OWNED PROPERTY IN G.H. CHRISTIANSEN SUBDIVISION FOR \$1000 PER LOT, DUE TO LOCAL ECONOMIC CONSTRAINTS, EFFECTIVE UNTIL SEPTEMBER 30, 2019** and moved its adoption. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

The Council reviewed the bids received for the J.J. Jensen Facility Improvement.

Council Member Miller introduced **RESOLUTION NO. 2360 – RESOLUTION AWARDING CONTRACT FOR THE J.J. JENSEN FACILITY IMPROVEMENTS – PHASE 1, LITTLE LEAGUE RESTROOM, H.S. BASEBALL PRESS BOX, BLEACHERS AND BACKSTOP/NETTING AT J.J. JENSEN COMPLEX, HARLAN, IOWA** and moved its adoption with the noted modifications. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Rudolph and seconded by Kroger to approve the street closing request from the HCHS Student Council for the Homecoming parade on September 28th, 2018.

The City Administrator presented his report.

The City Clerk presenter her report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – October 2, 2018

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 in City Hall at 5:15 o'clock P.M. the 2nd day of October 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Jeanna Rudolph

The City Clerk presented the agenda. It was moved by Miller and seconded by Kroger to approve the agenda. The motion carried unanimously.

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

It was moved by Bladt and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 09/18/2018 Council meeting
- B. Claims List No. 1179 in the amount of \$\$221,401.89

A roll call vote was had which was as follows:

Ayes: Christensen, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Mayor announced this is the time and place for the public hearing regarding the proposed sale of city-owned property, Lots 2-5, 64-79, 45-47, 57-58, in G.H. Christiansen Subdivision in City of Harlan, Iowa to Harlan Partners, LLC.

The Public Hearing was opened at 5:18 p.m.

An oral objection was previously voiced by Bruce Burger. No written objections were filed.

It was moved by Miller and seconded by Kroger to close the hearing. The motion carried unanimously.

Council Member Kroger introduced **Resolution No. 2361 – A RESOLUTION APPROVING THE EXECUTION AND ENTERING INTO A PURCHASE AGREEMENT WITH HARLAN PARTNERS, LLC., FOR THE SALE AND CONVEYANCE OF CITY OWNED PROPERTY DESCRIBED AS LOTS 2-5, 45-47, 57-58 AND 64-79 IN G. H. CHRISTIANSEN SUB-DIVISION IN THE CITY OF HARLAN, IOWA** and moved its adoption. Council Member Miller seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Bladt and seconded by Kroger to receive & file the Streets, Alleys, & Sidewalk minutes from 09/25/2018. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the request for a "Historic Downtown – 7 Blocks Ahead" sign to be placed at the intersection of 6th & Pine. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presenter her report.

The Mayor presented his report.

It was moved by Christensen and seconded by Kroger to approve the Mayor’s re-appointment of Nella Seivert to the Harlan Municipal Utilities Board of Trustees for a 6-year term to end in 2024. The motion carried unanimously.

Mayor Kolbe read a Public Power Awareness Week Proclamation.

It was moved by Miller and seconded by Kroger to receive and file Michael P. Jones’ resignation from Harlan Municipal Utilities Board of Trustees, effective 09/28/2018. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – October 16, 2018

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 in City Hall at 5:15 o'clock P.M. the 16th day of October 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: NONE

The City Clerk presented the agenda. It was moved by Miller and seconded by Rudolph to approve the agenda. The motion carried unanimously.

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

It was moved by Christensen and seconded by Miller that the following items contained in the Consent Agenda be approved and adopted:

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 10/02/2018 Council meeting
- B. Claims List No. 1180 in the amount of \$342,820.47
- C. Expenditure and revenue reports for the month of September 2018
- D. Police statistical report for the month of September 2018

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Council Member Rudolph introduced **Resolution No. 2362 – A RESOLUTION ESTABLISHING A TRAVEL REIMBURSEMENT POLICY CITY OF HARLAN** and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Bladt and seconded by Schaben to approve the 2018 Annual TIF Indebtedness Certification. The motion carried unanimously.

It was moved by Schaben and seconded by Kroger to approve the street closing request from the Harlan Harvest Fest Committee for the Harvest Fest parade on October 27th, 2018 from 9:30 a.m. to 11:00 a.m. The motion carried unanimously.

It was moved by Miller and seconded by Rudolph to approve the Joint Participation Agreement between the City of Harlan and SWIPCO to participate in and contribute funding to a taxi service as part of a regional system. The motion carried unanimously.

Discussion was held on the Post Employment Health Plan option. This will be placed on the November 6, 2018 agenda for action.

The City Administrator presented his report.

The City Clerk presenter her report.

The Mayor presented his report.

It was moved by Kroger and seconded by Bladt to approve the Mayor’s appointment of Randy Rees to the Harlan Municipal Utilities Board of Trustees for a 1-year term to end in 2019. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – November 6, 2018

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 in City Hall at 5:15 o'clock P.M. the 6th day of November 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Sharon Kroger, Greg Bladt, Dave Miller and Troy Schaben via conference call

ABSENT: None

The City Clerk presented the amended agenda, deleting item 3. It was moved by Kroger and seconded by Bladt to approve the amended agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Christensen that the following items contained in the Consent Agenda be approved and adopted:

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 10/16/2018 Council meeting and 11/1/2018 Capital Projects Discussion
- B. Claims List No. 1181 in the amount of \$318,940.39
- C. Renewal application for CG Therkildsen Activity Center, 706 Victoria St., Class C Liquor License (LC) (Commercial)
- D. Renewal Application for Floral Elegance & Unique Gifts, 1814 Chatburn Plaza, Class B Native Wine Permit (WBN) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

It was moved by Miller and seconded by Kroger to receive & file the Insurance Committee minutes from 10/19/2018. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to approve the recommendation from the Insurance Committee, for the employee Flex & Dependent Care contribution match the IRS maximum amount each year, if the IRS maximum amount is released by November 1st. The motion carried unanimously.

It was moved by Schaben and seconded by Kroger to approve the Lion's Club permit for a Holiday Lighting Display at Potter Park. The motion carried unanimously.

It was moved by Bladt and seconded by Rudolph to waive the \$25.00 permit fee for the Lion's Club Holiday Lighting Display at Potter Park. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – November 20, 2018

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 in City Hall at 5:15 o'clock P.M. the 20th day of November 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: None

The City Clerk presented the agenda. It was moved by Kroger and seconded by Rudolph to approve the agenda. The motion carried unanimously.

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

It was moved by Miller and seconded by Bladt that the following items contained in the Consent Agenda be approved and adopted:

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 11/06/2018 Council meeting
- B. Claims List No. 1182 in the amount of \$120,690.65
- C. Expenditure and revenue reports for the month of Oct. 2018
- D. Police statistical report for the month of Oct. 2018
- E. Harlan Police Department Standard Operating Guideline
Immigration Policy
- F. Harlan Police Department Vehicle Impound Policy
- G. Renewal application by Yesway Store #1004, 2111 23rd St., Class
B Native Wine Permit Class C Beer Permit (BC) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

The Harlan Community High School Student Council was present to update the Council on their projects and activities.

Council Member Christensen introduced **Resolution No. 2363 – A RESOLUTION TO ESTABLISH A POST EMPLOYMENT HEALTH PLAN FOR PUBLIC EMPLOYEES (PEHP) FOR THE EMPLOYEES OF THE CITY OF HARLAN, IOWA** and a Memorandum of Understanding between the City of Harlan and AFSCME Local 1014-3 for same and moved its adoption. Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried unanimously, and the resolution was duly adopted.

It was moved by Rudolph and seconded by Kroger to approve the FY2017/2018 Annual Financial Report. The motion carried unanimously.

It was moved Bladt and seconded by Schaben to approve the FY2017/2018 Annual Urban Renewal Report. The motion carried unanimously

It was moved Kroger and seconded by Christensen to approve the disposal of miscellaneous City property through sealed bids. The motion carried unanimously

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Miller and seconded by Kroger to approve the Mayor’s appointment of Richard Petersen to Parks & Recreation Board for a 3-year term to end in 2021. The motion carried unanimously.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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

CITY OF HARLAN – HARLAN, IOWA – DECEMBER 4, 2018

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 in City Hall at 5:15 o'clock P.M. the 4th day of December 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: Jay Christensen

The City Clerk presented the agenda. It was moved by Kroger and seconded by Bladt to approve the agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Schaben that the following items contained in the amended Consent Agenda be approved and adopted:

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 11/20/2018 Council meeting
- B. Claims List No. 1183 in the amount of \$148,644.18
- C. Renewal application from Wild Willie's, 524 Market St., Class C Liquor License (LC) (Commercial) Outdoor Service & Sunday Sales
- D. New application from The Purple Door, 622 Market St., Class C Liquor License (LC) (Commercial) Living Quarters, & Sunday Sales

A roll call vote was had which was as follows:

Ayes: Rudolph, Schaben, Kroger, Bladt, Miller
Nays: None

The motion carried, and the amended Consent Agenda items were approved and adopted.

John McCurdy, with SWIPCO, was present to discuss the Housing Assessment & CDBG Application and answer questions. It was moved by Miller and seconded by Rudolph to participate in the SWIPCO Housing Assessment & CDBG Application Agreement. The motion carried unanimously.

It was moved by Kroger and seconded by Schaben to approve changing two Council meetings in January 2019 to the second & fourth Tuesdays, January 8th & January 22nd, due to the New Year's Day holiday. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to receive and file the minutes of the 11/06/18 Historical Preservation Commission meeting. The motion carried unanimously.

It was moved by Bladt and seconded by Schaben to approve the recommendation from the Harlan Historical Preservation Commission for the approval of 9 applications for the Downtown Façade Grants. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to approve the 2019 Lease for Good Growing Enterprise DBA Farm Table Delivery. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to support application to IEDA for a Community Catalyst Building Remediation Program Grant for Jerry Henscheid. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – DECEMBER 18, 2018

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 in City Hall at 5:15 o'clock P.M. the 18th day of December 2018. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

PRESENT: Jay Christensen, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Greg Bladt, Dave Miller

ABSENT: None

The City Clerk presented the amended agenda, in which item 4C was removed. It was moved by Bladt and seconded by Christensen to approve the amended agenda. The motion carried unanimously.

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

It was moved by Rudolph and seconded by Miller that the following items contained in the Consent Agenda be approved and adopted:

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 12/04/2018 Council meeting
- B. Claims List No. 1184 in the amount of \$172,049.26
- C. Expenditure and revenue reports for the month of Nov. 2018
- D. Police statistical report for the month of Nov. 2018
- E. Council Committees and Liaisons for 2019
- F. Renewal application by Taylor Quik-Pik, 2102 23rd St., Class C Beer Permit (BC) Sunday Sales

A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried, and the Consent Agenda items were approved and adopted.

Steve Kenkel, WWTP Superintendent, was present to review the Wastewater Treatment Plant Facility Inspection Report with the Council.

Griffin Schleimer was present to discuss his Eagle Scout project, a Bocce Ball Court and request assistance with funding for the project.

It was moved by Schaben and seconded by Bladt to approve the 2019 Solid Waste and Recyclables Haulers Licenses. A roll call vote was had which was as follows:

AYES: Christensen, Rudolph, Schaben, Bladt, Miller

NAYES: None

Abstained: Kroger

The motion carried.

It was moved by Rudolph and seconded by Schaben to approve the sealed bid amounts for the sale of City owned property. Remaining items, other than street signs, will be available for \$5.00 each immediately. Remaining street signs will be available for \$10.00 each after January 1, 2019. The motion carried unanimously.

The City Administrator presented his report.

The City Clerk presented her report.

The Mayor presented his report.

Council Member Miller introduced **RESOLUTION No. 2364, entitled “RESOLUTION OF APPRECIATION – YEARS OF SERVICE”**. Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

The motion carried unanimously, and the resolution was duly adopted.

There being no further business, the meeting on motion adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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