

**AMENDED AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, APRIL 16, 2024, 5:15 P.M**

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

To participate by audio internet connection:

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

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

1. OPENING BUSINESS

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

2. CONSENT AGENDA

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

- A. Minutes of the 04/02/2024 Special Council meeting and 04/02/2024 Regular meeting
- B. Claims List No. 1312 in the amount of \$63,438.57
- C. Expenditure & Revenue reports for the month of March 2024
- D. HMU Sewer & Landfill Reconciliation Report for March 2024
- E. Sheriff's Statistical Report for March 2024
- F. Renewal Application for Hy-Vee Inc. DBA Hy-Vee, Class B Retail Alcohol License.
- G. Renewal Application for Old West Side Lounge, LTD. DBA Old Westside Lounge, Class C Retail Alcohol License.
- H. Renewal Application for Rocking Chair, Class C Retail Alcohol License.
- I. Automatic Renewal Application for Fareway Stores, Inc. #790, Class E Retail Alcohol License.
- J. Renewal Application for Vizmart, Inc., DBA Mi Casa, Class C Retail Alcohol License.

3. PUBLIC HEARING

- A. Regarding Proposed FY 24/25 Annual Budget
 - 1. Motion to Close Hearing (*Roll Call Vote*)
- B. Resolution 2562 – Adopting the Annual Budget for Fiscal Year Ending June 30, 2025 (*Roll Call Vote*)

4. OTHER BUSINESS

- A. Resolution 2563 – Resolution to Authorize the Signing of Warrants (*Roll Call Vote*)
- B. Approve I.D.OT. Federal-Aid Agreement for a Transportation Alternatives Program for River Access Project (TAP) Project (*Roll Call Vote*)

- C. Receive and File the 2022/2023 Fiscal Year Audit *(Roll Call Vote)*
- D. Receive and File Personnel & Finance Committee Meeting Minutes from 04/11/2024 *(Roll Call Vote)*
 - 1. Review Options for Sewer Billing and Collections Re-Audit *(Roll Call Vote)*
 - 2. Review Memorandum of Understanding (MOU) with Shelby County Plant Iowa for tree planting *(Roll Call Vote)*
- E. Ordinance No. 2024-01 An ordinance amending Chapter 69.08 of the Code of Ordinances for the City of Harlan, pertaining to No Parking Zones. The changes include:
 - a. 11th Street on the west side, from Tarkington Street to Main Street and on the east side, from Main Street to Broadway Street
 - b. Victoria Street on both sides, from 3rd Street to Exchange Street
 - c. Pine Street on the north side, from 6th Street extending 30 feet west; Second Reading *(Roll Call Vote)*

5. OTHER REPORTS

- A. City Administrator's Report
- B. Mayor's Report
 - 1. Arbor Day Proclamation *(No Action)*
 - 2. Re-appoint Reid Mosher to Veteran's Memorial Auditorium Commission for a term to expire 04/19/2027 *(Roll Call Vote)*
 - 3. Appoint Russ Chamberlain to Veteran's Memorial Auditorium Commission for a term to expire 4/19/2027 *(Roll Call Vote)*
- C. Shelby County Chamber of Commerce & Industry Update
- D. Harlan Municipal Utilities Update
- E. Public Comments

6. ADJOURN

The public was offered to participate by Zoom audio internet connection or by phone.

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in regular session, in the Council Chambers at 5:15 o'clock P.M. the 16th day of April 2024. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Kyle Lindberg, Jeanna Rudolph, Troy Schaben, Sharon Kroger, Jennifer Kelly.

ABSENT: Richard Petersen

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

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

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

- A. Minutes of the 04/02/24 Special Council meeting and 04/02/24 Regular Council meeting
- B. Claims List No. 1312 in the amount of \$63,438.57
- C. Expenditure & Revenue reports for the month of March 2024
- D. HMU Sewer & Landfill Reconciliation Report for March 2024
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- F. Renewal Application for Hy-Vee Inc. DBA Hy-Vee, Class B Retail Alcohol License
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- I. Automatic Renewal Application for Fareway Stores, Inc. #790, Class E Retail Alcohol License.
- J. Renewal Application for Vizmart, Inc., DBA Mi Casa, Class C Retail Alcohol License.

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

The Mayor announced that this is the time and place for the public hearing regarding the Proposed FY 24/25 Annual Budget. The Public Hearing was opened at 5:20 p.m.

No oral or written objections were stated or filed.

It was moved by Kroger and seconded by Lindberg to close the hearing at 5:23 p.m. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No. 2562 – Adopting the Annual Budget for Fiscal Year Ending June 30, 2025. Council Member Schaben seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Council Member Rudolph introduced Resolution No. 2563 – Resolution to Authorized the Signing of Warrants. Council Member Schaben seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to Approve I.D.O.T. Federal-Aid Agreement for a Transportation Alternatives Program for River Access Project (TAP) Project. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Lindberg to receive and file the 2022/2023 Fiscal Year Audit. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to receive and file Personnel & Finance Committee Meeting minute from 04/11/2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

There was discussion on the sewer billing and collection re-audit. It was moved by Lindberg and seconded by Schaben to move forward with the procedures we are doing and cancel the re-audit. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger. NAYS: None. ABSTAIN: Kelly, due to conflict of interest - HMU employment. Motion carried.

Reviewed Memorandum of Understanding (MOU) with Shelby County Plant Iowa for tree planting. It was moved by Rudolph and seconded by Lindberg to approve the MOU with Shelby County Plant Iowa. Tree planting will take place on April 22nd, 2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

Mayor Christensen introduced Ordinance No. 2024-01 An ordinance amending Chapter 69.08 of the Code of Ordinances for the City of Harlan, pertaining to No Parking Zones. The changes include: a) 11th Street on the west side, from Tarkington Street to Main Street and on the east side, from Main Street to Broadway Street; b) Victoria Street on both sides, from 3rd Street to Exchange Street; c) Pine Street on the north side, from 6th Street extending 30 feet west. It was moved by Lindberg and seconded by Kroger that Ordinance No. 2024-01 now be read for the second time and dispense the third reading. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the second reading of Ordinance No. 2024-01 was passed.

The City Administrator presented his report.

The Mayor presented his report. An Arbor Day Proclamation was read.

It was moved by Lindberg and seconded by Rudolph to re-appoint Reid Mosher to the Veteran's Memorial Auditorium Commission for a 3-year term to expire on 04/19/2027. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kroger to appoint Russ Chamberlain to the Veteran's Memorial Auditorium Commission for a 3-year term to expire on 04/19/2027. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

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

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Jay Christensen, Mayor

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