

AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, MAY 7, 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 04-16-2024 Council meeting
- B. Claims List No. 1313 in the amount of \$251,560.81
- C. Renewal Application for Shelby County Fair Corporation for Special Class C Retail Alcohol License
- D. Renewal Application for The Lounge LLC Class C Retail Alcohol License
- E. Approval of FY 2023-2024 Cigarette/Tobacco/Nicotine/Vapor Permit for Harlan Golf and Country Club

3. OTHER BUSINESS

- A. Approve Administrative Assistance Contract #24-WS-013 with SWIPCO for an amount not to exceed \$20,000.00 (*Roll Call Vote*)
- B. Approve Iowa Economic Development Authority (CDBG) Program Contract #24-WS-013 in the amount not to exceed \$500,000.00 (*Roll Call Vote*)
- C. Resolution 2564 – Resolution of the City of Harlan Adopting Certain Policies, Rules, and Regulations During the Performance of the Community Development Block Grant Program (*Roll Call Vote*)
- D. Acknowledge and Accept IEDA/CDBG Procurement Standards Certification of Compliance and Agree to Follow 2 CFR 200 For Contract #24-WS-013 (*Roll Call Vote*)
- E. Authorize Publication and Set Public Hearing Date of May 21, 2024, for FY23/24 Budget Amendment (*Roll Call Vote*)
- F. Resolution 2565 – Resolution Authorizing the Submission of DOT Agreement (24-TAP-115) for Transportation Alternative Program (TAP-R-3275(606)-8T-83) and Certifying Eligibility Requirements for an amount \$273,000.00 (*Roll Call Vote*)
- G. Approve City of Harlan Employee Handbook Changes and Updates (*Roll Call Vote*)
- H. Receive and File Airport Commission Minutes from 04/24/2024 (*Roll Call Vote*)
 - 1. Resolution 2566 – Resolution Authorizing the Submission of Application for General Aviation Vertical Infrastructure (GAVI) Program and Certifying Eligibility Requirements (*Roll Call Vote*)
- I. Review Street Closing permit for Log Cabin Day June 2, 2024 (*Roll Call Vote*)

4. OTHER REPORTS

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

5. ADJOURN

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

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in regular session, in the Council Chambers at 5:15 o'clock P.M. the 7th day of May 2024. The meeting was called to order by Troy Schaben, Mayor Pro-Tem, and the following Council members were:

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

ABSENT: None

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

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

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

It was moved by Kroger and seconded by Lindberg to approve Administrative Assistance Contract #24-WS-013 with SWIPCO not to exceed \$20,000.00. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Rudolph to approve Iowa Economic Development Authority (CDBG) Program Contract #24-WS-013 in the amount not to exceed \$500,000.00. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Kroger introduced Resolution No. 2564 – a resolution of the City of Harlan adopting certain policies, rules, and regulations during the performance of the Community Development Block Grant Program for sanitary sewer improvements within Harlan. Council Member Petersen seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Rudolph and seconded by Kroger to acknowledge and accept IEDA/CDBG Procurement Standards Certification of Compliance and agree to follow 2 CFR 200 for Contract #24-WS-013. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Petersen to authorize publication and set public hearing date of May 21, 2024, for FY23/24 budget amendment. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Rudolph introduced Resolution No. 2565 – a resolution authorizing the submission of DOT Agreement (24-TAP-115) for Transportation Alternative Program (TAP-R-3275(606)-8T-83) and certifying eligibility requirements for an amount of \$273,000.00 for the River Access Project. Council Member Lindberg seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Lindberg and seconded by Petersen to approve City of Harlan employee handbook changes and updates. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to receive and file Airport Commission Minutes from 04/24/2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No. 2566 – a resolution authorizing the submission of application for General Aviation Vertical Infrastructure (GAVI) Program and certifying eligibility requirements for hangar #3. Council Member Kroger seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried and the Resolution was duly adopted.

It was moved by Rudolph and seconded by Kroger to approve the street closing permit for Log Cabin Day event on June 2, 2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

The City Administrator presented his report.

Updates were presented by the Shelby County Chamber of Commerce & Industry and Harlan Municipal Utilities.

There being no further business, the meeting was adjourned.

Ashley Schleis, City Clerk

Troy Schaben, Mayor Pro-Tem

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