

COMING EVENTS

FRIDAY, DECEMBER 12

VETS COMMISSION MEETING
12:30 PM VETS AUDITORIUM

MONDAY, DECEMBER 15

FIRE DEPT MEETING
7:00 PM Fire Department

TUESDAY, DECEMBER 16

CITY COUNCIL MEETING
5:15 PM Council Chambers

WEDNESDAY, DECEMBER 17

AIRPORT COMMISSION MEETING
7:00 AM Harlan Airport

WEDNESDAY, DECEMBER 17

HHPC COMMITTEE MEETING
12:00 PM Council Chambers

MONDAY, DECEMBER 22

HMU ELECTRONIC BOARD MEETING
4:00 PM HMU

WED. DEC 24 & THUR. DEC 25

CITY OFFICES CLOSED FOR CHRISTMAS

WED. DEC 31 & THUR. JAN 1

CITY OFFICES CLOSED FOR NEW YEARS



AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, DECEMBER 16, 2025, 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 **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 12-02-2025 Council meeting
- B. Claims List No.1352 in the amount of \$375,963.20
- C. HMU Sewer & Landfill Reconciliation Report for October and November 2025
- D. Sheriff's Statistical Report for November 2025
- E. Harlan Fire Department Payroll 2025

3. OTHER BUSINESS

- A. Ordinance No. 2025-06 – An Ordinance amending the Code of Ordinances of the City of Harlan, Iowa, by amending provisions pertaining to Snow Emergency Violations, third reading (*Roll Call Vote*)
- B. Resolution No. 2622 – Setting Public Hearing Date of 01-06-2026 at 5:15 P.M., on Proposed Sale of City Property, 1708 6th Street (*Roll Call Vote*)
- C. Resolution No. 2623 – Resolution Approving Change Order No. 1 for Grandma B's Dream Playground (*Roll Call Vote*)
- D. Review 2026 Solid Waste and Recyclables Hauler Licenses (*Roll Call Vote*)
- E. Resolution No. 2624 – Resolution of Appreciation, Years of Service (*Roll Call Vote*)
- F. Review and Approve Street Closing for Car Show Harlan Square – 07/18/2026 8:00 AM – 07/18/2026 3:30 PM

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 2nd day of December 2025. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

PRESENT: Aaron Nippert, Troy Schaben, Sharon Kroger, Jennifer Kelly.

PRESENT ELECTRONICALLY: Kyle Lindberg

ABSENT: Richard Petersen

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

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

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

A. Minutes of the 11-18-2025 Council meeting

B. Claims List No. 1351 in the amount of \$137,313.05

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

Mayor Christensen introduced Ordinance No. 2025-06 – An Ordinance amending the Code of Ordinances of the City of Harlan, Iowa by amending provisions pertaining to Snow Emergency Violations. It was moved by Schaben and seconded by Kroger that Ordinance No. 2025-06 now be read for the second time. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried and the second reading of Ordinance No. 2025-06 was passed.

It was moved by Nippert and seconded by Kroger to approve Concrete Saw Shared Use Agreement with Harlan Municipal Utilities. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Kelly to approve Atlantic Bottling Company, LLC Agreement. Roll call vote: AYES: Lindberg, Nippert, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

The City Administrator presented his report.

The Mayor presented his report.

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

Mike Christensen was present to state his concern about the recent snow emergency.

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.”

ORDINANCE NO. 2025-06

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING PROVISIONS PERTAINING TO SNOW EMERGENCY VIOLATIONS.

BE IT ENACTED by the City Council of the City of Harlan, Iowa:

SECTION 1. SECTION MODIFIED. Section 69.12 of the Code of Ordinances of the City of Harlan, Iowa, is repealed and the following adopted in lieu thereof:

69.12 SNOW REMOVAL.

1. The Street Superintendent and City Administrator shall formulate a snow and ice control program which shall be adopted by resolution of the Council.
2. In the event of a snow emergency, as set out in the snow and ice control program, no person shall park, abandon, or leave unattended any vehicle on any public street, alley, or City-owned off-street parking area during any snow emergency unless the snow has been removed or plowed from said street, alley, or parking area and the snow has ceased to fall. During such emergency, parking is specifically prohibited on north-south streets between the hours of 8:00 a.m. and noon, and on east-west streets between the hours of 1:00 p.m. and 5:00 p.m. unless the cleaning operations have been completed.
3. A violation of this section will be a fine as provided in Section 70.03 and result in the immediate towing of the vehicle.

SECTION 2. SECTION MODIFIED. Section 70.03 of the Code of Ordinances of the City of Harlan, Iowa, is repealed and the following adopted in lieu thereof:

70.03 PARKING VIOLATIONS: ALTERNATE. Uncontested violations of parking restrictions imposed by this Code may be charged upon a simple notice of a fine payable at the office of the City Clerk. The simple notice of a fine shall be in the amount of \$50.00 for snow route parking violations and \$10.00 for all other violations except improper use of a persons with disabilities parking permit. If such fine is not paid within 30 days, it shall be increased by \$5.00. The simple notice of a fine for improper use of a persons with disabilities parking permit is \$100.00. Failure to pay the simple notice of a fine shall be grounds for the filing of a complaint in District Court.

(Code of Iowa, Sec. 321.236[1b] and 321L.4[2])

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

Passed by the Council the 16th day of December, 2025, and approved this 16th day of December, 2025.

Jay Christensen, Mayor

ATTEST:

Ashley Schleis, City Clerk

First Reading: 6-0

Second Reading: 5-0

Third Reading: _____

I certify that the foregoing was published as Ordinance No. 2025-06 on the 19th day of December, 2025.

Ashley Schleis, City Clerk

RESOLUTION NO. 2622

**RESOLUTION SETTING A PUBLIC HEARING ON THE PROPOSED
SALE OF 1708 6th STREET, HARLAN, IOWA.**

WHEREAS, Jeremiah Barlow has offered to purchase real estate owned by the City of Harlan and commonly referred to as 1708 6th Street, Harlan, Iowa, and legally described as:

Lot 9 in Block 86 in McDonald's Addition to the City of Harlan, Shelby County, Iowa, subject to public streets, easements, and ordinances of record, and

WHEREAS, the sale of the real estate interest is deemed to be in the best interest of the City of Harlan; and

WHEREAS, the proposal is to sell the City of Harlan's interest in the above-stated real estate by Real Estate Contract to Jeremiah Barlow's designated company, 1708 6th St Harlan LLC, for \$10,010.99, subject to conditions outlined in the Real Estate Contract.

WHEREAS, Section 364.7 Iowa Code (2024), requires a public hearing on the conveyance of city interest in real estate.

NOW, THEREFORE, BE IT RESOLVED that a public hearing on the proposed sale of the city's interest in this real estate is set for the 6th day of January 2026, at 5:15 P.M., in the Council Chamber at the Harlan City Hall at 711 Durant St., Harlan, Iowa.

Passed and Approved this 16th day of December, 2025.

CITY COUNCIL OF THE CITY OF HARLAN, IOWA

Jay Christensen, Mayor

ATTEST:

Ashley Schleis, City Clerk

RESOLUTION NO. 2623

RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR GRANDMA B'S DREAM PLAYGROUND

WHEREAS, the City of Harlan, Iowa, has heretofore entered into a contract with Patriot's Choice Contracting of Harlan, Iowa, for the Grandma B's Dream Playground project; and

WHEREAS, during the course of construction, it was determined that the concrete mix originally specified at 4,000 PSI should be upgraded to an M4 mix to better support the anticipated equipment loads and long-term durability of the playground surface; and

WHEREAS, the M4 concrete mix provides enhanced strength, improved durability, and greater resistance to cracking and surface wear, ensuring a longer service life and reduced maintenance needs; and

WHEREAS, the upgraded mix will also allow contractors to safely maneuver construction equipment such as skid loaders around the site without compromising the integrity of the concrete; and

WHEREAS, the proposed change order increases the overall project cost by a maximum of \$8,667.45 to accommodate the higher-grade concrete mix;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HARLAN, IOWA:

Section 1. That the contract with Patriot's Choice Contracting of Harlan, Iowa, be amended as outlined in Change Order No. 1, upgrading the concrete mix from 4,000 PSI to M4.

Section 2. That the total contract price is hereby increased by a maximum of \$8,667.45 as specified in Change Order No. 1.

Section 3. The Mayor is hereby authorized to sign Change Order No. 1 on behalf of the City of Harlan.

Section 4. Change Order No. 1 is hereby accepted and approved by the City Council of the City of Harlan, Iowa.

PASSED AND APPROVED this 16th day of December, 2025.

Jay Christensen, Mayor

ATTEST:

Ashley Schleis, City Clerk/Finance Director

RESOLUTION NO. 2624

RESOLUTION OF APPRECIATION

WHEREAS, the City Council has determined that City employees should be honored for their continued employment with the City of Harlan, and;

WHEREAS, the City Council has determined that said employees should receive monetary awards for years of service according to the following provisions:

10 years - \$ 50.00
15 years - \$ 75.00
20 years - \$100.00
25 years - \$125.00
30 years - \$150.00
and compensated according to these increments every five
(5) years thereafter

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HARLAN, IOWA:

That the following employees be recognized for their continued service to the City of Harlan through the year ending December 31, 2025:

10 Years of Service (\$50.00)

Josh Travis

Street Department

PASSED AND APPROVED this 16th day of December 2025.

Jay Christensen, Mayor

ATTEST: Ashley Schleis, City Clerk