

CITY OF HARLAN – HARLAN, IOWA – JANUARY 4, 2019

The City Council met on Friday, January 4, 2019 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 FY19/20.

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

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
- Veteran’s Memorial Auditorium/C.G. Therkildsen Activity Center Manager and Assistant Manager, Tim Miller and Kelli Miller, for Veteran’s Auditorium and the Therkildsen Activity Center
- Tim Miller & Steve Plumb for the City Facilities, Parks and Recreation, Pool and Animal Control
- Street Superintendent and Assistant Superintendent, Ron Buck and Jeff Musich, for the Street Department and Road Use Tax
- Wastewater Treatment Plant Superintendent Steve Kenkel, for the Sanitation Department
- Library Director Amanda Brewer, for the Library
- Fire Chief Roger Bissen, for the Fire Department
- City Administrator Gene Gettys and City Clerk Jane Smith for the following:
 - Communication Center
 - Ambulance
 - Airport
 - Landfill
 - Band
 - Cemetery
 - Community Economic Development
 - SCCCI Economic Development
 - Mayor/Council
 - City Administrator
 - City Clerk
 - Legal
 - General Government
 - Downtown Façade – Upper Story
 - Miscellaneous Projects

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 8, 2019

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 A.M. the 8th day of January 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Miller and seconded by Kroger 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 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 12/18/2018 Council meeting
- B. Claims List No. 1185 in the amount of \$176,957.98
- C. Approve Change to Current Range Policy
- D. Approve Less Lethal Munitions Policy
- E. Renewal Application from Cyclone Lanes, 912 Chatburn Ave., Class C Liquor License (LC) (Commercial) Sunday Sales
- F. Renewal Application from Dollar General, 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: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Bids for City Dumpster Garbage Service were reviewed. One bid was received from Kroger & Sons Hauling, LLC. It was moved by Christensen and seconded by Schaben to approve the bid from Kroger & Sons Hauling, LLC, and award a contract for the City Dumpster Garbage Service for the time period of 7/1/19 to 6/30/22.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Bladt
NAYES: None
ABSTAINED: Kroger, due to conflict of interest

The motion carried, and the contract was approved.

A motion was made by Bladt and seconded by Rudolph to approve the sidewalk project extension request by Nelson Farm Supply, with completion by 7/31/19. The motion carried unanimously.

A motion was made by Miller and seconded by Kroger to approve the adjusted amount for the Façade Grant to LP Rentals (Pitts Chiropractic). The motion carried unanimously.

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 – JANUARY 17, 2019

The City Council met on Thursday, January 17, 2019 at 11:00 A.M. in the City Council Chambers, 711 Durant Street, Harlan, Iowa, for a budget work session and for the purpose of discussing the FY19/20 budget.

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

Absent: None

Also Present: City Clerk, Jane Smith

Mayor Kolbe called the work session to order.

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
- Long Term Debt Schedule

There being no further discussion, the Work Session adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – JANUARY 22, 2019

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 A.M. the 22nd day of January 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Kroger and seconded by Rudolph 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 Miller 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 1/08/2019 Council meeting
- B. Claims List No. 1186 in the amount of \$84,308.60
- C. Expenditure & revenue reports for the month of December 2018
- D. Police statistical report for the month of December 2018
- E. Approve salaries paid in 2018 and instruct Clerk to publish the same
- F. New Application from The Buck Snort, 3002 23rd St., Class C Liquor License (LC) (Commercial) Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

The City Clerk presented her report.

The Mayor presented his report.

It was moved by Bladt and seconded by Kroger to approve the mayor's appointment of Dave Miller to the Hotel/Motel Tax Committee for a 1-year term to expire 01/08/2020. Ayes: Christensen, Rudolph, Schaben, Kroger, Bladt. Miller Abstained. The motion carried.

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 – JANUARY 29, 2019

The City Council met on Tuesday, January 29, 2019 at 12:00 noon in the City Council Chambers, 711 Durant Street, Harlan, Iowa, for a budget work session and for the purpose of discussing the FY19/20 budget.

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

Absent: None

Also Present: City Clerk, Jane Smith

Mayor Kolbe called the work session to order.

Discussion Items Included:

- Review of FY19/20 Budget
- Revenue and Expense Analysis

There being no further discussion, the Work Session adjourned.

Jane Smith, City Clerk

Mike Kolbe, Mayor

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CITY OF HARLAN – HARLAN, IOWA – FEBRUARY 05, 2019

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 February 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Troy Schaben

The Deputy 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 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 01/22/2019 Council meeting
- B. Claims List No. 1187 in the amount of \$160,388.52
- C. Renewal Application from Mi Casa, 512 Market St., Class C Liquor License (LC) (Commercial) Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt
NAYS: None

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

Jennifer Campbell, with the State Auditor's office, was present to review the FY17/18 Audit. Review of items from the Audit.

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

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CITY OF HARLAN – HARLAN, IOWA – FEBRUARY 19, 2019

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 February 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Kroger and seconded by Schaben 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 2/05/2019 Council meeting
- B. Claims List No. 1188 in the amount of \$95,904.21
- C. Expenditure & revenue reports for the month of January 2019
- D. Police statistical report for the month of January 2019

A roll call vote was had which was as follows:

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

NAYS: None

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

George Parris, with JEO Consulting Group, Inc. was present to review a proposal for the 7th Street Bridge Feasibility Study. A motion was made by Miller and seconded by Kroger to approve the proposal for the 7th Street Bridge Feasibility study. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to set the public hearing date of 3/05/19 at 5:15 p.m. for the proposed FY19/20 Annual Budget. A roll call vote was had which was as follows:

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

NAYS: None

The motion carried.

The Council reviewed a proposal from Snyder & Associates for a Dog Park Development agreement. A motion was made by Christensen and seconded by Schaben to approve the proposal for the Dog Park Development agreement. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to receive the IAMU Dividend check of \$64,845.18 and pay out \$28,335.33 to HMU for their portion of the dividend. 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 – MARCH 05, 2019

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 March 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Jeanna Rudolph

The City Clerk presented the agenda. It was moved by Miller and seconded by Schaben 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.

- A. Minutes of the 02/19/2019 Council meeting
- B. Claims List No. 1189 in the amount of \$180,117.13

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Schaben, Kroger, 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: The Proposed FY 19/20 Annual Budget

The Public Hearing was opened at 5:16 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 Kroger introduced **RESOLUTION NO. 2365 – ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2020** and moved its adoption. Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Schaben, Kroger, Bladt

NAYS: None

The motion carried unanimously, and the resolution was duly adopted

It was moved by Kroger and seconded by Christensen to receive and file the Insurance Committee minutes of 2/26/19. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the Insurance Committee recommendations:

1. Move items with a value under \$100,000 from Inland Marine coverage to Property coverage
2. Add Drone privacy invasion coverage to the existing bodily injury coverage
3. Renew Property/Casualty/Worker's Compensation policies with EMC Insurance effective April 1, 2019

4. Renew voluntary vision coverage through Delta Dental for 2 years extending through June 2021.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Schaben, Kroger, Bladt
NAYS: None

The motion carried.

It was moved by Kroger and seconded by Miller to approve the Airport Land Easement Agreements. The motion carried unanimously.

The City Clerk presented her report.

The Mayor presented his report.

It was moved by Kroger and seconded by Miller to approve the appointment of Kay Benson to the Veterans Memorial Auditorium Commission for a 3-year term to expire 04/19/2022. 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 – MARCH 19, 2019

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 March 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Jay Christensen

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 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 3/05/2019 Council meeting
- B. Claims List No. 1190 in the amount of \$238,200.36
- C. Expenditure & revenue reports for the month of February 2019
- D. Police statistical report for the month of February 2019
- E. Renewal Application from Veterans Memorial Auditorium, 1104 Morningview Dr., Class C Liquor License (LC) (Commercial)
- F. Renewal Application from Hy-vee Wine & Spirits, 1808 23rd St., 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: Miller, Rudolph, Schaben, Kroger

AYES: Bladt, items A-E, abstained from item F, due to conflict of interest.

NAYS: None

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

Council Member Kroger introduced **RESOLUTION NO. 2366 – RESOLUTION ADOPTING AN EMBARGO ON MAPLE ROAD**, which is a temporary embargo, allowing only trucks and other vehicles with a gross weight of less than ten (10) tons to travel on said road, and moved its adoption. Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Rudolph, Schaben, Kroger, Bladt

NAYS: None

The motion carried unanimously, and the resolution was duly adopted

It was moved by Rudolph and seconded by Kroger to approve the Library Youth Services Clerk Job Description. The motion carried unanimously.

It was moved by Kroger and seconded by Miller to approve the amendment of the Children's Librarian Job Description. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Miller and seconded by Bladt to approve the appointment of Al Ickes to the Board of Adjustment Commission to complete a term that expires 07/01/2019. 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 – SPECIAL COUNCIL MEETING
MARCH 25, 2019

The City Council of the City of Harlan, Iowa met pursuant to law and the rules of said Council in special session in the Council Chambers in City Hall at 12 o'clock noon the 25th day of March 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Miller and seconded by Kroger that the agenda be approved. The motion carried unanimously.

The Mayor asked the Council members to state any conflict of interest, as applicable. None were stated.

The purpose of the called Special Council meeting was to go into closed session under Iowa Code Section 21.5(1)(c): To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

It was moved by Christensen and seconded by Bladt to enter into closed session at this time, as per Iowa Code Section 21.5(1)(c). A roll call vote was had which was as follows:

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

The motion carried and closed session was entered into at 12:06 P.M.

It was moved by Miller and seconded by Rudolph to go back into open session at 12:55 P.M. A roll call vote was had which was as follows:

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

The motion carried.

There being no further business, the meeting was 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 02, 2019

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 April 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Jay Christensen

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 Kroger and seconded by Schaben 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 03/19/2019 Council meeting & 3/25/19 Special Council meeting
- B. Claims List No. 1191 in the amount of \$244,236.69
- C. Renewal Application by Shelby County Speedway, 314 4th St., Class B Beer (BB) (Includes Wine Coolers) Outdoor Service Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Rudolph, Schaben, Kroger, Bladt

NAYS: None

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

The Council reviewed the RFP received for the 2019 CDBG Housing Project Technical Services. It was moved by Bladt and seconded by Rudolph to approve the RFP from SWIPCO in the amount of \$5,500 per home. The motion carried unanimously.

It was moved by Kroger and seconded by Schaben to set a Public Hearing date of 4/23/19 for application to the CDBG Housing Fund Program for assistance to a Housing Rehabilitation Program. The motion carried unanimously.

It was moved by Miller and seconded by Bladt to table the Harlan Fire Department amended By-Laws and Constitution until the next Council meeting. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to move the date of the second Council meeting in April from April 16th to April 23, 2019. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to approve the Amendment to the Bomgaars Real Estate Agreement, previously dated January 2, 2018. The motion carried unanimously.

Council Member Kroger introduced the following **RESOLUTION 2368 ENTITLED “LOCAL SUPPORT OF THE COMMUNITY GARDEN”** and moved that it be adopted. Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

Ayes: Rudolph, Schaben, Kroger, Bladt, Miller

Nays: None

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

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

“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 23, 2019

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 23rd day of April 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Rudolph and seconded by Miller to approve the agenda, moving item 3 B to 5 D. 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 4/2/2019 Council meeting
- B. Claims List No. 1192 in the amount of \$132,792.74
- C. Expenditure & revenue reports for the month of March 2019
- D. Police statistical report for the month of March 2019
- E. Renewal Application from Rocking Chair 1014 6th St., Class C Liquor License (LC) (Commercial)
- F. Renewal Application from Old West Side Lounge, LTD., 1019 7th St., Class C Liquor License (LC) (Commercial), Outdoor Service, Sunday Sales
- G. Renewal Application from HyVee Food Store., 2003 Chatburn Ave., Class B Wine Permit, Class C Beer Permit (BC), Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt for items A-F

NAYS: None

ABSTAIN: Bladt, for item G

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 the application to the CDBG Housing Fund Program for assistance to a Housing Rehabilitation Program.

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

Alexsis Fleener with SWIPCO was present to answer questions regarding the program. The grant request is for \$249,000. The program expects to rehabilitate six single-family, owner-occupied, low to moderate income housing units in the targeted area of central Harlan.

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 Rudolph introduced RESOLUTION NO. 2367 – RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO MAKE AN APPLICATION TO THE CDBG HOUSING FUND PROGRAM FOR ASSISTANCE TO A HOUSING REHABILITATION PROGRAM and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Bladt and seconded by Schaben to approve the City of Harlan Real Estate Purchase Agreement for Lots 30 & 31, G.H. Christiansen Subdivision. The motion carried unanimously.

Council Member Christensen introduced RESOLUTION NO. 2369 – RESOLUTION APPROVING THE BUDGETED TRANSFERS FOR FY18-19 and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Miller and seconded by Rudolph to approve the disposal of City property, a 2005 Dodge pick-up, through sealed bid. Bids must be received by 2:30 p.m. May 6th, 2019. The minimum bid will be \$400. The motion carried unanimously.

Vickie and Terry Kuhn requested a building extension for Lots 34 & 35, G.H. Christiansen Subdivision. It was moved by Kroger and seconded by Miller to grant a building extension request from Vicki & Terry Kuhn for Lots 34 & 35, G.H. Christiansen Subdivision until April 30, 2020. The motion carried unanimously.

The City Administrator presented his report.

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

There being no further business, the meeting was 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 7, 2019

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 May 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

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 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 04/23/2019 Council meeting
- B. Claims List No. 1193 in the amount of \$271,145.49
- C. Renewal Application from The Lounge LLC. 1005 Chatburn Ave., Class C Liquor License (LC) (Commercial), Outdoor Service & Sunday Sales
- D. Renewal Application from Yesway #1009 618 Durant St., Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License (LE) & Sunday Sales
- E. Renewal Application from Shelby County Fair Corp. 314 4th St., Class B Beer (BB) (Includes Wine Coolers), Outdoor Service & Sunday Sales

A roll call vote was had which was as follows:

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

NAYS: None

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

Corey Williams, Public Information Officer with the Small Business Association, was present to discuss disaster assistance that is available for individuals, businesses and non-profits.

It was moved by Kroger and seconded by Christensen to approve the Shelby County Fair Board permit for the Fair Parade to be held on July 11, 2019 at 6:00 p.m. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to approve the Shelby County Fair Board permit for a Fire Works Display to be held on July 12, 2019 at dusk. A rain date has been scheduled for July 14, 2019. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the Shelby County Historical Society permit for a street closing (1805 Morse Avenue) and noise ordinance variance for June 2, 2019, in conjunction with the Annual Log Cabin Day events. The motion carried unanimously.

It was moved by Rudolph and seconded by Schaben to receive and file the Insurance Committee Minutes from 04/08/2018. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to approve the 4.62% Health Insurance renewal and the 0% Dental Insurance renewal with the pass through to employees. The motion carried unanimously.

Council Member Miller introduced RESOLUTION NO. 2370 – RESOLUTION APPROVING A PROCUREMENT POLICY and moved its adoption. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Council Member Christensen introduced RESOLUTION NO. 2371 – RESOLUTION APPROVING A FRAUD REPORTING POLICY and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Council Member Rudolph introduced RESOLUTION NO. 2372 – RESOLUTION APPROVING A CONFLICT OF INTEREST POLICY and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Kroger and seconded by Schaben to authorize publication and set a public hearing for the FY18/19 Budget Amendment for May 21st, 2019 at 5:15 p.m. The motion carried unanimously.

Two bids were received for the FY19/20 Street Maintenance project.

Henningsen Construction, Atlantic	\$355,696.07
Western Engineering, Harlan	\$293,042.60

It was moved by Miller and seconded by Schaben to approve the FY 2019/20 Street Maintenance low bid of \$293,042.60 and award the project to Western Engineering of Harlan. The motion carried unanimously.

The City Administrator presented his report.

Kendal Esteves, with Lutheran Services of Iowa, was present to increase public awareness of the needs of children in foster care. Mayor Kolbe read a proclamation, proclaiming May 2019 as Foster Care Month in Harlan.

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 – MAY 21, 2019

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 May 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Sharon Kroger

The City Clerk presented the agenda. It was moved by Miller and seconded by Schaben 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 Rudolph that the following items contained in the Consent Agenda be approved pending ABD insurance verification on item E 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. Corrected Minutes of the 5/7/2019 Council meeting
- B. Claims List No. 1194 in the amount of \$467,982.27
- C. Expenditure & revenue reports for the month of April 2019
- D. Police statistical report for the month of April 2019
- E. Renewal Application from Iowa Wines & More 506 Market St., Class B Native Wine Permit (WBN), and Sunday Sales.
- F. Renewal Application from Fareway Stores, Inc., 1910 23rd St., Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Class E Liquor License (LE)

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, 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:

- A. Regarding Amendment of FY18/19 City Budget:
The Public Hearing was opened at 5:20 p.m.
No oral or written objections were filed.

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

Council member Rudolph introduced Resolution No. 2373, entitled "**A RESOLUTION AMENDING THE FY 18/19 ANNUAL BUDGET BY ADOPTING BUDGET AMENDMENT #1 AND APPROVING AMENDMENT TRANSFERS**" and moved its adoption. Council member Christensen seconded the motion to adopt. A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Schaben, Bladt

Nays: None

The motion carried unanimously.

The city received one bid for the 2005 Dodge pickup. It was moved by Miller and seconded by Schaben to approve the bid of \$400 from Irv Jones for the 2005 Dodge Pickup. The motion carried unanimously.

It was moved by Rudolph and seconded by Christensen to receive and file Public Safety minutes from 05/21/2019. The motion carried unanimously.

It was moved by Christensen and seconded by Bladt to add Section 3 to Article II of the Harlan Fire Department Constitution regarding voting powers. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the changes made online to the Harlan Fire Department Constitution and By-Law during the meeting. The motion carried unanimously.

Following review, it was moved by Schaben and seconded by Rudolph to approve the 7th Street Bridge Funding Agreement with IDOT. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to establish social media sites for Veteran's Memorial Auditorium and C.G. Therkildsen Activity Center. The motion carried unanimously.

It was moved by Christensen and seconded by Bladt to remove the Maple Road Embargo. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

- A. It was moved by Miller and seconded by Bladt to appoint Jon Burmeister to the Tree Committee to a 3-year term that expires 05/16/2022. The motion carried unanimously.

There being no further business, the meeting was 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 4, 2019

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 June 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Troy Schaben

The City Clerk presented the agenda. It was moved by Bladt 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 Miller 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 05/21/2019 Council meeting
- B. Claims List No. 1195 in the amount of \$133,682.11

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt

NAYS: None

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

It was moved by Kroger and seconded by Bladt to receive and file the Parks & Recreation minutes from 05/21/2019. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to approve the Parks & Recreation recommendation to support a grant application by Shelby County Wellness Alliance, for fitness equipment for Pioneer Park. The motion carried unanimously.

Council Member Bladt introduced RESOLUTION 2374 – Resolution to Enter into Performance Agreement with Hansen House Memory Care Residence & Acknowledge Forgivable Promissory Note and moved its adoption. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt

NAYS: None

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

It was moved by Rudolph and seconded by Christensen to approve the Completion & Award Request for Lonnie Pitts, Downtown Upper Story & Façade Grant in the amount of \$4,294.00. 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 appointment of Phil Perkins & Debbie Davis to the Planning and Zoning Commission for a term of 4 years, to end 07/01/2023. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the appointment of Ladonna Havick to the Parks & Recreation Board for a term of 4 years, to end 07/01/2023. The motion carried unanimously.

Todd Valline, Executive Director of the Shelby County Chamber of Commerce & Industry, gave a technology update on the SCCC building. *(No Action Taken)*

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 18, 2019

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 June 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

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 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 6/4/2019 Council meeting
- B. Claims List No. 1196 in the amount of \$1,067,663.14
- C. Expenditure & revenue reports for the month of May 2019
- D. Approval of FY19/20 Cigarette/Tobacco/Nicotine/Vapor Permits

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt -
Aye on items A, B & C
ABSTAIN: Bladt on item D
NAYS: None

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

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

It was moved by Kroger and seconded by Rudolph to approve the Completion & Award Request for H & R Block, Downtown Upper Story & Façade Grant in the amount of \$8,042.03. The motion carried unanimously.

It was moved by Kroger and seconded by Schaben to approve the street closing permit requested by Roar into Harlan the third Thursday, June through September. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to approve and sign the IEDA Community Catalyst & Remediation Grant Program agreement. The amount not to exceed \$100,000 is to be used for the property located at 601 Court Street, owned by Jerry Henscheid, as stated in the grant application. The motion carried unanimously.

It was moved by Schaben and seconded by Kroger to receive and file the Streets, Alley and Sidewalk Committee minutes from 06/05/19. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to approve the Streets, Alley and Sidewalk Committee recommendation to replace the 7th Street bridge using alternative 1-B, a concrete slab bridge with a temporary onsite 'shoofly' detour. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the permit from the American Legion, Post 150 and J & M Displays for the City of Harlan fireworks display on July 4th. The motion carried unanimously.

It was moved by Christensen and seconded by Bladt to approve the disposal of City property, the softball press box at JJ Jensen Park and advertise for sealed bids to be due July 11, 2019 at 2:00 pm, with a minimum bid of \$100.00. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to receive and file the Public Health and Sanitation Committee minutes from 06/14/19. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the Public Health and Sanitation Committee recommendation to purchase an EnviroSight RovverX crawler sewer camera system from MacQueen Equipment over a 3-year period. The municipal lease purchase option requires a down payment and 2 additional annual payments. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Rudolph and seconded by Kroger to approve the appointment of Isaak Wangler to the Board of Adjustment Commission to complete a term of 1 year, to end 07/01/2020. The motion carried unanimously.

It was moved by Schaben and seconded by Kroger to approve the re-appointment of Al Ickes to the Board of Adjustment Commission for a term of 5 years, to end 07/01/2024. The motion carried unanimously.

There being no further business, the meeting was 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 – JULY 2, 2019

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 July 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Greg Bladt

The City Clerk presented the amended agenda, adding letter F to the consent agenda. It was moved by Kroger and seconded by Schaben 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 Christensen and seconded by Schaben 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 06/18/2019 Council meeting with correct spelling of Isaak Wangler's name.
- B. Claims List No. 1197 in the amount of \$316,767.23
- C. Police statistical report for the month of May 2019
- D. Renewal Application from The Flower Barn, 624 Market St., Class B Native Wine Permit (WBN), Sunday Sales
- E. Renewal Application from Floral Elegance, 1018 6th St, Class B Native Wine Permit, Class C Beer Permit (BC), Sunday Sales
- F. 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: Miller, Christensen, Rudolph, Schaben, Kroger

NAYS: None

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

Patrolman, Derrick Yamada, presented a demonstration of the new digital speed limit sign and explained deployment information.

A discussion on the Dog Park Development Plans and location was held. It was moved by Rudolph and seconded by Miller to approve the Dog Park Development Plans and location. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Schaben and seconded by Kroger to appoint Elisha (EJ) Leinen to the Parks and Recreation Board for a term of 4 years to end 07/01/2023. The motion carried unanimously.

It was moved by Rudolph and seconded by Christensen to appoint Susan Finn to the Library Board for a term of 4 years to end 07/01/2023. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to appoint Dan Lotenschein to the Library Board for a term of 4 years to end 07/01/2023. 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 – JULY 16, 2019

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 July 2019. 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

ABSENT: Dave Miller and Jeanna Rudolph

The City Clerk presented the agenda. It was moved by Kroger and seconded by Schaben to approve the agenda, moving item E to the beginning of Other Business. 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 7/2/2019 Council meeting
- B. Claims List No. 1198 in the amount of \$88,314.66
- C. Expenditure & revenue reports for the month of June 2019
- D. Police statistical report for the month of June 2019

A roll call vote was had which was as follows:

AYES: Christensen, Schaben, Kroger, Bladt

NAYS: None

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

Kate Kohorst and Daniel Fischer with Kohorst Fischer Law Firm PLLC, were present to discuss their street closing permit application. It was moved by Kroger and seconded by Bladt to approve the street closing permit for July 31st from 3:00 p.m. to 7:00 p.m. The motion carried unanimously.

Council Member Christensen introduced **Resolution 2375 “A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES OF THE CITY OF HARLAN FOR THE FISCAL YEAR 2019/20”**. Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

Ayes: Christensen, Schaben, Kroger, Bladt

Nays: None

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

It was moved by Kroger and seconded by Schaben to approve the Completion & Award Request for The Flower Barn, Downtown Upper Story & Façade Grant in the amount of \$4,607.42. The motion carried unanimously.

It was moved by Christensen and seconded by Kroger to approve the only bid from Manilla Rough Riders for the current J.J. Jensen Softball Press Box and its disposal for \$163. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the only construction bid from Hal & Cal Inc. dba Leinen Construction, for the construction of a new J.J. Jensen Softball Press Box - \$40,747, new concrete for softball press box - \$11,077 and new Maintenance Shed - \$46,139 for a total of \$97,963. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was 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 6, 2019

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 August 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Rudolph 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. None stated.

It was moved by Christensen 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 07/16/2019 Council meeting
- B. Claims List No. 1199 in the amount of \$492,944.39

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Item 3, "Present to be Heard" was tabled until the end of the meeting, to allow time for a citizen to arrive.

George Parris with JEO Consulting Group Inc., was present to discuss the 7th Street Bridge professional engineering services agreement.

Council Member Miller introduced **Resolution 2377 APPROVING 7TH STREET BRIDGE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH JEO CONSULTING GROUP INC.** Council Member Rudolph seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Alexsis Fleener with SWIPCO, was present to review the 2019 Harlan Housing Study prepared by SWIPCO. It was moved by Kroger and seconded by Bladt to adopt the 2019 Harlan Housing Study. The motion carried unanimously.

Council Member Bladt introduced **Resolution 2376 CITY OF HARLAN, IOWA PETTY CASH FUND AND CHANGE FUND POLICY UPDATED 8/06/19.** Council Member Schaben seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Tabled Item 3, "Present to be Heard" - Michelle Hauger was listed on the agenda to inquire about a 4-way stop at 10th & Pine but was not present. The Council discussed changing the 10th & Pine Street intersection from a 2-way stop to a 4-way stop. No action was taken.

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

"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 20, 2019

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 August 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Troy Schaben

The City Clerk presented the agenda. It was moved by Rudolph 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 Christensen 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 8/6/2019 Council meeting
- B. Claims List No. 1200 in the amount of \$270,843.85
- C. Expenditure & revenue reports for the month of July 2019
- D. Police statistical report for the month of July 2019
- E. Renewal Application from Casey's General Store, 1006 Chatburn Ave., Class E Liquor License (LE)
- F. Renewal Application from Taylor Quik Pik, 2111 23rd St., 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: Miller, Christensen, Rudolph, Kroger, Bladt

NAYS: None

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

It was moved by Kroger and seconded by Bladt to receive and file the Parks & Rec Board minutes from 08/13/2019. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to approve the recommendation of the Parks & Rec Board to install the StoryWalk Project in Pioneer Park by November 4, 2019, which was funded through an \$7,000 AARP Grant. The motion carried unanimously.

A recommendation was made by the Parks & Rec Board, requesting the Council review 2 alternate sites for the Dog Park; three to four Dye Street lots and J.J. Jensen Park. The Council preferred not using available housing lots and instructed staff to further review the J.J. Jensen Park location as well as other City locations for the Dog Park.

Council Member Miller introduced **Resolution 2378 - A RESOLUTION TO APPROVE THE 2019 STREET FINANCIAL REPORT** Council Member Kroger seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt

NAYS: None

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

Council Member Bladt introduced **Resolution 2379 - A RESOLUTION AUTHORIZING THE NEGOTIATION, EXECUTION, AND DELIVERY OF A MASTER LEASE-PURCHASE AGREEMENT WITH KINETIC LEASING** for the Rover Sewer Camera Equipment. Council Member Christensen seconded the motion. A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt
NAYS: None

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

The Council reviewed the City Administrator renewal contract. It was moved by Miller and seconded by Kroger to renew City Administrator, Gene Gettys contract for three years at a gross annual compensation of \$98,360.80 with increases made at the same time as similar consideration is given to other employees. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was 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 3, 2019

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 September 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

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 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 08/20/2019 Council meeting
- B. Claims List No. 1201 in the amount of \$231,221.49
- C. Approval of 19/20 Cigarette/Tobacco/Nicotine/Vapor Permit -for Taylor Quik Pik 2111 23rd St.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Council Member Kroger introduced Resolution No. 2380 a 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, 2020 Council Member Schaben seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Bladt and seconded by Miller to approve the Waste Water Treatment Plant SCADA Control Building Project change orders.

The motion carried unanimously.

It was moved by Rudolph and seconded by Schaben to approve the noise ordinance variance by Shelby County Speedway.

The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

The Mayor read a Suicide Prevention Proclamation.

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.”

Gina Nance? Spoke regarding Suicide Prevention Month

CITY OF HARLAN – HARLAN, IOWA – SEPTEMBER 17, 2019

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 September 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

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 Bladt 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 9/3/2019 Council meeting
- B. Claims List No. 1202 in the amount of \$164,346.80
- C. Expenditure & revenue reports for the month of August 2019
- D. Police statistical report for the month of August 2019
- E. Renewal Application from Victoria Station, 407 Victoria St., Class B Native Wine Permit, Class C Liquor License (LC) (Commercial)

A roll call vote was had which was as follows:

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

NAYS: None

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

Members of the Shelby County Wellness Alliance were present to discuss the "Free Fitness 4 All" equipment to be placed in Pioneer Park.

RPA/MAPA Representative, Michael Helgerson was present to discuss long-range transportation plans for year 2040.

It was moved by Kroger and seconded by Rudolph to receive and file the Tree Commission minutes from 09/05/19. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the Tree Commissions recommendation to prohibit the future planting of trees in the ROW (Right of Way) and directed staff to draft an ordinance stating same. The motion carried unanimously.

It was moved by Rudolph and seconded by Miller to approve the Harlan Plaza Project Change Order No. 1 for \$1,634.88 and the Final Pay App No. 8 for \$4,642.02. The motion carried unanimously.

It was moved by Kroger and seconded by Rudolph to approve the SWIPCO Agreement for General Administrative Services for the CDBG Housing Rehabilitation Program. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to approve the SWIPCO Agreement for General Technical Services for the CDBG Housing Rehabilitation Program. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the Downtown Upper Story & Façade Grant Completion and Award request for Harlan Nail & Spa, for \$5,000. The motion carried unanimously.

It was moved by Schaben and seconded by Kroger to approve the street closing permit request from the HCHS Student Council for the Homecoming Parade on September 27th. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to enter into a Letter of Engagement between Advanced Homes 360 LLC dba Rural Housing 360 and the City of Harlan to show their support. The motion carried unanimously.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was 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 1, 2019

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 October 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the amended agenda. It was moved by Rudolph and seconded by Kroger 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 Schaben 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 09/17/2019 Council meeting
- B. Claims List No. 1203 in the amount of \$\$218,358.76
- C. Renewal Application from Veterans Memorial Auditorium, 1104 Morningview Dr., Class C Liquor License (LC) (Commercial

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Kroger and seconded by Bladt to receive and file the Parks & Recreation Board minutes from 09/17/2019. The motion carried unanimously.

It was moved by Miller and seconded by Kroger to approve the recommendation to allow the Swim Team to purchase an equipment storage shed to be located on the south side of the pool pump house. The Swim Team will provide insurance and maintain the storage shed. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to receive and file the Public Health & Sanitation Committee minutes from 09/20/2019. The motion carried unanimously.

It was moved by Miller and seconded by Rudolph to approve the recommendation to amend City Ordinance, Chapter 99 - Wastewater Service Charges, to increase the sewer fixed base charge from \$8.00 to \$10.00 per month, effective July 1, 2020. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to address the recommendation to add language to the "No Smoking Policy" section of the City of Harlan Employee Handbook, prohibiting the use of all vaping products and electronic cigarettes in City vehicles or on public grounds. The motion carried unanimously.

It was moved by Miller and seconded by Rudolph to approve the recommendation to direct staff to draft Resolution language as well as a permitting process, to allow urban chickens (laying hens) and present it to the Council for their review. The motion carried unanimously.

It was moved by Christensen and seconded by Schaben to approve the recommendation to purchase of 4 new WWTP Pumps. The motion carried unanimously.

Council Member Bladt introduced **Resolution No. 2381** a Resolution Naming Depositories, increasing limits. Council Member Kroger seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Rudolph and seconded by Kroger to approve the parade and street closing permit from the Shelby County Chamber of Commerce for the Harvest Fest Celebration on 10/26/2019. The motion carried unanimously.

Mayor Kolbe introduced **Ordinance 2019-01** – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 151.02 PERTAINING TO TREES IN ITS ENTIRETY. -1st Reading

It was moved by Rudolph and seconded by Kroger that Ordinance No 2019-01 now be read for the first time.

A roll call vote was had which was as follows:

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

The motion carried and the first reading passed.

It was moved by Schaben and seconded by Christensen to approve final pay app #4 for JJ Jensen Improvement project. The motion carried unanimously.

Council Member Kroger introduced **Resolution No. 2382** a Resolution Voiding Specific Covenants as they Apply to Lots 47 & 48 of G.H. Christiansen Subdivision. Council Member Miller seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Bladt to approve the reappointment of Randall Rees to the Harlan Municipal Utilities Board of Trustees for a term of 6 years that expires 11/01/2025. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to approve the appointment of Ken L. Hansen to the Airport Commission to complete a term that expires on 04/01/2022. 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 – OCTOBER 15, 2019

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 October 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Sharon Kroger

The Deputy City Clerk presented the agenda. It was moved by Bladt 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 Schaben 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 10/1/2019 Council meeting
- B. Claims List No. 1204 in the amount of \$358,915.81
- C. Expenditure & Revenue reports for the month of September 2019
- D. Police Statistical Report for the month of September 2019

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Bladt
NAYS: None

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

Richard Bielenberg presented a petition, signed by 145 City of Harlan residents, seeking a city-wide dump site for yard waste. The Petition Summary states: The residents of the City of Harlan have no place to dispose of yard debris, including grass clippings, brush and tree limbs, causing its citizens an undue burden. Action Petitioned for states: We, the undersigned, are concerned citizens who urge our leaders to act now with the creation of a city-wide dump site for yard waste.

Mayor Kolbe introduced **Ordinance 2019-01 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 151.02 PERTAINING TO TREES IN ITS ENTIRETY – No trees shall be placed in any parking or street right-of-way.**

It was moved by Rudolph and seconded by Miller that Ordinance No 2019-01 now be read for the second time, dispensed of 3rd reading and that it will be placed upon its final adoption. A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Schaben, Bladt
Nays: None
The motion carried.

Mayor Kolbe introduced **Ordinance 2019-02 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 99.02(1) PERTAINING TO WASTEWATER SERVICE FIXED BASE CHARGES - from \$8.00 to \$10.00 per month.**

It was moved by Bladt and seconded by Schaben that Ordinance No 2019-02 now be read for the first time. A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Schaben, Bladt

Nays: None

The motion carried.

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was 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 – NOVEMBER 5, 2019

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 November 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The City Clerk presented the agenda. It was moved by Kroger and seconded by Christensen to approve the agenda amended with item 3. C. removed. 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 10/15/2019 Council meeting
- B. Claims List No. 1205 in the amount of \$161,235.50
- C. Renewal Application from CG Therkildsen Activity Center, 706 Victoria St., Class C Liquor License (LC) (Commercial)
- D. Renewal Application from Wild Willie's, 524 Market St., Class C Liquor License (LC) (Commercial), Outdoor Service & Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Bladt and seconded by Schaben to receive and file the Parks & Recreation Board minutes from 10/17/2019. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the recommendation from the Parks & Recreation board to locate the dog park at Potter's Park. The motion carried unanimously.

It was moved by Rudolph and seconded by Kroger to receive and file the Airport Commission minutes from 10/22/2019. The motion carried unanimously.

The motion carried unanimously, and the resolution was duly adopted. Council Member Kroger introduced **Resolution No. 2382 (Approved to be renumbered to 2384) AUTHORIZING THE SUBMISSION OF DOT FUNDING AGREEMENT FOR GENERAL AVIATION VERTICAL INFRASTRUCTURE PROGRAM (GAVI) AND CERTIFYING ELIGIBILITY REQUIREMENTS FOR AIRPORT HANGAR DOOR REPLACEMENT.** Council Member Schaben seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Council Member Kroger introduced **Resolution No. 2383 RESOLUTION APPROVING AIRPORT HANGAR DOOR REPLACEMENT PROJECT PROFESSIONAL ENGINEERING SERVICES WITH KIRKHAM & MICHAEL.**
Council Member Bladt seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

Ordinance 2019-02 was removed.

It was moved by Kroger and seconded by Christensen to approve the Harlan Fire Department Constitution. The motion carried unanimously.

It was moved by Rudolph and seconded by Bladt to approve the Harlan Fire Department By-Laws. The motion carried unanimously.

It was moved by Miller and seconded by Schaben to approve the 2019 Annual TIF Indebtedness Certification. The motion carried unanimously.

An update was given on Urban Chickens. It was moved by Kroger and seconded by Bladt to not proceed with pursuing Urban Chickens. The motion carried with 5 ayes and 1 nay by Miller.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Miller and seconded by Schaben to approve the appointment of Doug Hammer to the Board of Adjustment Commission to complete a term that expires on 07/01/2020. 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 – NOVEMBER 19, 2019

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 November 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The Deputy City Clerk presented the amended agenda. It was moved by Rudolph and seconded by Kroger 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 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 11/5/2019 Council meeting
- B. Claims List No. 1206 in the amount of \$335,166.40
- C. Expenditure & revenue reports for the month of October 2019
- D. Police statistical report for the month of October 2019

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Kroger and seconded by Rudolph to approve the City of Harlan to be the fiscal pass through agent for the REC Urban Water Conservation Project. The motion carried unanimously.

It was moved by Miller and seconded by Bladt to approve the transfer of the Pet Trailer to Shelby County EMA. The motion carried unanimously.

Council Member Rudolph introduced **Resolution No. 2385 RESOLUTION APPROVING IN-TOWN LIFT STATION FLOOD MITIGATION PROJECT PROFESSIONAL ENGINEERING SERVICES**. Council Member Kroger seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

It was moved by Christensen and seconded by Kroger to approve the WWTP Control Building & SCADA System Project Change Order No. 3 – Deduct of \$1,000 due to completion of the project in a timely manner. The motion carried unanimously.

Council Member Miller introduced **Resolution No. 2386 RESOLUTION ACCEPTING CERTIFICATE OF FINAL COMPLETION FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS CONTROL BUILDING & SCADA SYSTEM PROJECT**. Council Member Schaben seconded the motion.

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Schaben, Kroger, Bladt
NAYS: None

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

Mayor Kolbe introduced **Ordinance 2019-03 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 99.02(1) PERTAINING TO WASTEWATER SERVICE FIXED BASE CHARGES.** -1st Reading

It was moved by Miller and seconded by Kroger that Ordinance No 2019-03 now be read for the first time.

A roll call vote was had which was as follows:

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

The motion carried and the first reading was passed.

It was moved by Bladt and seconded by Rudolph to approve the FEMA eligible Little George Embankment Repair project. The motion carried unanimously.

It was moved by Kroger and seconded by Christensen to approve the FY18/19 Annual Financial Report. The motion carried unanimously.

It was moved by Miller and seconded by Bladt to approve the FY18/19 Annual Urban Renewal Report. The motion carried unanimously.

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

The City Administrator presented his report.

The Mayor presented his report.

There being no further business, the meeting was 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 – DECEMBER 3, 2019

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 December 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Troy Schaben

The City Clerk presented the amended agenda. 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 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 11/19/2019 Council meeting
- B. Claims List No. 1207 in the amount of \$550,233.12
- C. Renewal Application from Hy-Vee Food Store, 2003 Chatburn Ave., **ownership change only**
- D. Renewal Application from Hy-Vee Wine & Spirits Inc., 1808 23rd St., **ownership change only**
- E. Renewal Application from The Purple Door, 622 Market St., Class C Liquor License (LC) (Commercial), Sunday Sales

A roll call vote was had which was as follows:

AYES: Miller, Christensen, Rudolph, Kroger, Bladt

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 and file the Streets and Alleys minutes from 11/15/2019. The motion was carried unanimously.

It was moved by Bladt and seconded by Kroger to approve the recommendation to paint three 20' parallel parking spaces along 5th Street west of 411 Court. The motion was carried unanimously.

Mayor Kolbe introduced **Ordinance 2019-03 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 99.02(1) PERTAINING TO WASTEWATER SERVICE FIXED BASE CHARGES.** -2nd Reading

It was moved by Miller and seconded by Rudolph that Ordinance No 2019-03 now be read for the second time.

A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Kroger, Bladt

Nays: None

The motion carried and the second reading was passed.

The City Administrator presented his report.

The Mayor presented his report.

It was moved by Kroger and seconded by Bladt to approve the appointment of Sara Poepsel Miller to the Parks and Recreation Board to complete a term that expires on 07/01/2021. 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 17, 2019

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 December 2019. The meeting was called to order by Mike Kolbe, Mayor in the Chair, and the following Council members were:

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

ABSENT: Troy Schaben

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

It was moved by Christensen 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 12/3/2019 Council meeting
- B. Claims List No. 1208 in the amount of \$121,344.17
- C. Expenditure & revenue reports for the month of November 2019
- D. Police statistical report for the month of November 2019
- E. Renewal Application from Taylor Quik-Pik, 2102 23rd St., Class C Beer Permit (BC), Sunday Sales

A roll call vote was had which was as follows:

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

Nays: None

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

Mayor Kolbe introduced **Ordinance 2019-03 – AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF HARLAN, IOWA, BY AMENDING SUBSECTION 99.02(1) PERTAINING TO WASTEWATER SERVICE FIXED BASE CHARGES.** - 3rd and final reading

It was moved by Rudolph and seconded by Bladt that Ordinance No 2019-03 now be read for the third time.

A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Kroger, Bladt

Nays: None

The motion carried and the third reading was passed, and the Ordinance was adopted.

Council Member Kroger introduced **Resolution No. 2387 SEWER AND LANDFILL SERVICES BILLING & COLLECTION AGREEMENT WITH HMU.** Council Member Christensen seconded the motion.

A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Kroger, Bladt

Nays: None

The motion carried unanimously, and the resolution was duly adopted

It was moved by Rudolph and seconded by Kroger to approve the 2020 lease with Good Growing Enterprise DBA Farm Table Delivery. The motion carried unanimously.

It was moved by Bladt and seconded by Kroger to receive and file the minutes of the Public Property Committee from 12/06/2019. The motion carried unanimously.

It was moved by Kroger and seconded by Bladt to approve the recommendation from the Public Property Committee to establish a yard waste disposal site on a trial basis, to be monitored by cameras. The motion carried unanimously.

It was moved by Rudolph and seconded by Christensen to approve the 2020 Solid Waste and Recyclables Haulers Licenses. A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Bladt

Nays: None

Abstained: Kroger

The motion carried.

The City Administrator presented his report.

The Mayor presented his report.

Council Member Kroger introduced **RESOLUTION No. 2388 RESOLUTION OF APPRECIATION – YEARS OF SERVICE**. Council Member Bladt seconded the motion. A roll call vote was had which was as follows:

Ayes: Miller, Christensen, Rudolph, Kroger, Bladt

Nays: None

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

The Mayor presented a Certificate of Appreciation to Dave Miller, thanking him for his twenty (20) years of dedicated service as Council member, Ward 2.

The City Clerk administered the Oaths of Office to Mayor Mike Kolbe, Council member Greg Bladt (Ward 4) and Council member Richard Petersen (Ward 2). Council member Troy Schaben (Council-at-Large, Lincoln Twp.) was administered the Oath of Office on December 4, 2019.

There being no further business, the meeting was 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.”