

AGENDA
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS, MARCH 5, 2024, 5:15 P.M

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

To participate by audio internet connection:

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

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

1. OPENING BUSINESS

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

2. CONSENT AGENDA

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

- A. Minutes of the 02/20/24 Council meeting
- B. Claims List No. 1309 in the amount of \$83,399.20
- C. Renewal Application for Family Dollar Stores of Iowa, LLC, Class B Retail Alcohol License

3. PUBLIC HEARING/PRESENT TO BE HEARD

- A. Regarding the Sale of City Owned Lots 40-44, 21-23 & 25, G.H. Christiansen Subdivision to S & R Baker Real Estate
- B. Resolution No. 2558 – A Resolution Approving the Execution and Entering into a Real Estate Contract with S & R Baker Real Estate, for the Sale and Conveyance of City Owned Property Described as Lots 40-44, 21-23, 25 in G.H. Christiansen Subdivision in the City of Harlan, Iowa (*Roll Call Vote*)

4. OTHER BUSINESS

- A. Approve Water Trails Development Grant for River Access/Water Trail Project in the amount of \$218,500 (*Roll Call Vote*)
- B. Approve Submittal for DNR Request Letter for Grant Funds in the amount of \$218,500 (*Roll Call Vote*)
- C. Approve LT Leon Engineering Agreement for River Access/Water Trail Project (*Roll Call Vote*)
- D. Receive and file Harlan Historical Preservation Committee (HHPC) minutes from 02/22/2024 meeting (*Roll Call Vote*)
 - 1. Approve the recommendation from HHPC for the approval of 6 applications for the Downtown Façade and Upper Story Grants (*Roll Call Vote*)
- E. Receive and file Airport Commission minutes from 02/23/2024 (*Roll Call Vote*)
 - 1. Approve the recommendation to accept the base bid from Hal & Cal Inc. DBA Leinen Construction in the amount of \$143,437.56 for Hangar #6 Project (*Roll Call Vote*)
- F. Receive and file Insurance Committee minutes from 02/27/2024 (*Roll Call Vote*)
 - 1. Review recommendation to renew Health, Dental and Short-Term Disability (STD) Insurance effective July 1, 2024 (*Roll Call Vote*)

5. 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

6. CLOSED SESSION

- A. Enter into Closed Session (*Roll Call Vote*)
- B. To evaluate the performance of the City Administrator in closed session as requested by that individual pursuant to Iowa Code Section 21.5(1)(i) (*Roll Call Vote*)
- C. Motion to re-enter into Open Session (*Roll Call Vote*)

7. 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 5th day of March 2024. The meeting was called to order by Jay Christensen, Mayor in the Chair, and the following Council members were:

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

ABSENT: None

The Deputy City Clerk presented the agenda. It was moved by Lindberg and seconded by Petersen to approve the agenda. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. 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 02/20/24 Council meeting
- B. Claims List No. 1309 in the amount of \$83,399.20
- C. Renewal Application for Family Dollar Stores of Iowa, LLC, Class B Retail Alcohol License

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

The Mayor announced that this is the time and place for the public hearing regarding the Sale of City Owned Lots 40-44, 21-23 & 25, G.H. Christiansen Subdivision to S & R Baker Real Estate. The Public Hearing was opened at 5:17 p.m.

No oral or written objections were stated or filed.

It was moved by Kroger and seconded by Lindberg to close the hearing at 5:20 p.m. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Council Member Lindberg introduced Resolution No. 2558 – a Resolution Approving the Execution and Entering into a Real Estate Contract with S & R Baker Real Estate, for the Sale and Conveyance of City Owned Property Described as Lots 40-44, 21-23, 25 in G.H. Christiansen Subdivision in the City of Harlan, Iowa at \$1,000 per lot, per contract. Council Member Schaben seconded the motion. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Lindberg to approve the Water Trails Development Grant for River Access/Water Trail Project in the amount of \$218,500. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Petersen to approve submittal for DNR Request Letter for Grant Funds in the amount of \$218,500. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Lindberg to approve the LT Leon Engineering Agreement for River Access/Water Trail Project for an amount not to exceed \$32,000. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Rudolph to receive and file the Harlan Historical Preservation Committee (HHPC) minutes from 02/22/2024 meeting. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to approve the recommendation from HHPC for the approval of six (6) applications for the Downtown Façade and Upper Story Grants for an amount totaling \$33,262.10. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Rudolph and seconded by Kroger to receive and file Airport Commission minutes from 02/23/2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Lindberg and seconded by Schaben to approve the recommendation to accept the base bid from Hal & Cal Inc. DBA Leinen Construction in the amount of \$143,437.56 for Hangar #6 Project. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Lindberg to receive and file Insurance Committee minutes from 02/27/2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

It was moved by Kroger and seconded by Petersen to review recommendation to renew Health, Dental and Short-Term Disability (STD) Insurance effective July 1, 2024. Roll call vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Petersen. NAYS: None. ABSTAIN: Kelly, due to conflict of interest - HMU employment. 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 Harlan Municipal Utilities.

It was moved by Rudolph and seconded by Petersen to enter into closed session at 6:03 p.m. pursuant to Iowa Code 21.5(1)(i) to evaluate the performance of the City Administrator in closed session as requested by that individual. Roll Call Vote: AYES: Lindberg, Rudolph, Schaben, Kroger, Kelly, Petersen. NAYS: None. Motion carried.

Deputy City Clerk Schleis left the meeting at 6:10 p.m.

Council members Rudolph and Petersen left the meeting at 6:36 p.m.

It was moved by Lindberg and seconded by Kelly to re-enter into open session at 7:09 p.m. Roll Call Vote: AYES: Lindberg, Schaben, Kroger, Kelly. NAYS: None. Motion carried.

No action was taken.

There being no further business, the meeting was adjourned.

Ashley Schleis, Deputy City Clerk

Jay Christensen, Mayor

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