



IVANHOE CITY COUNCIL MEETING

**Regular City Council meeting
City Council Chambers 401 N Harold Street
Monday January 13, 2025, 5:30 p.m.**

MEETING MINUTES

1. Call to Order

The regular City Council, City of Ivanhoe, Minnesota was called to order on January 13, 2025, at 5:31 pm by Mayor, Shad Lipinski

Pledge of Allegiance

2. Roll Call

The City Council Members present were Kyle Krier, Brad Blanchette, Michelle Sullivan,
Absent: Adam Panka

Others in attendance were City Administrator Dianne Beckendorf, Jim Wright, Public
Works Director, Curtis Szerlip, Lincoln County Deputy

3. Approval of Minutes

- a. December 9, 2024
- b. A motion was made by Brad Blanchette and seconded by Kyle Krier to approve the December 9, 2024 minutes and was unanimously carried out
- c. Truth in Taxation Minutes
A motion was made by Kyle Krier and seconded by Brad Blanchette to approve the December 9, 2024 Truth in Taxation minutes and was unanimously carried out.
- d. Public Hearing on Liquor Store Operation
A motion was made by Kyle Krier and seconded by Brad Blanchette to approve December 9, 2024 Public Hearing for the ILS minutes and was unanimously carried out.

4. Consent of Agenda

A motion was made by Blanchette and seconded by Michelle Sullivan to approve the agenda and was unanimously carried out.

5. Report of Departments

- a. Sheriff Department- Deputy Szerlip was present to update the council on the Lincoln Co Sheriff reports. He shared that the department has been busy in Ivanhoe, with an increase in calls and traffic stops.
- The deputy will meet with the Public Works Director and the school to get the signs outside of the school zone to display correct times on them.
- A speed study on Norman Street was discussed following up with the stop signs being taken down after the ADA sidewalk project. Lincoln County will be doing a speed study.

b. Public Works – Jim Wright Public Works Director

*Engineering- Project Planning

Capital Improvement Plan- being worked on by Bolton & Menk
Drain Structure Repair (FEMA 2019)- will be done in the spring '25

*Building Maintenance

Furnace for shop may need replacement/repair, Jim will keep the council posted
LED lighting for shop – no action taken on this

*Streets

Street signs, and signs by school to be replaced
Seal Coating: 8 blocks for seal coating, the estimated cost \$4500/block=\$36,000. Jim will get bids for seal coating.
The city received small city assistance funding from the state specifically for street repair in the amount of \$14,946.

*Parks

Icehouse- is in need of new siding. Jim mentioned that the KC may be looking for a project
Painting: playground equipment, shelter
Walking trails- need work, signs.

*Water

Meters are being read weekly to monitor for leaks
Water meter radios are going dead, about 7-8 every month. The new radios are \$80 each x 315 = \$25,200. Funds will be used from the Watermain Project loan to replace the radios.
Jim shared that a rate increase is needed to increase revenue for repairs. It was recommended and previously decided by the council for a 3% rate increase beginning 1/1/25.

*Sewer

LMC would like to see sewer mains jetted and video taken every 3 years. This has not been happening.
The cost of a Camera/Jetter trailer is in the range of \$15,000 - \$20,000. Four years ago 3 blocks cost \$800 or \$266 / block. (\$266/block x 66 blocks of sewer main = \$17,566)
*The council recommended that Jim speak to Lake Benton, Hendricks and see if a trailer could be shared among communities to share the cost.

*Snow Removal

Sander for plow truck – Tom's Welding will be making a sander for the truck.
Snow hauler needed- and the Mayor and Public Works are watching for auctions etc.

Kyle Krier made a motion to approve the purchase of a snow hauler up to \$9,000, seconded by Brad Blanchette, and unanimously carried.

c. City Administrator

We welcome Shad Lipinski as the Mayor, Adam Panka and Michelle Sullivan as council members

* Land sale by the EDA was completed on Block 2 Lot 7 to William Cherp Trust

*Licenses renewed/issued: Two (2) On-Sale; (2) Tobacco

* Property Assessments filed with Lincoln County for utilities, lawn mowing and fire calls

- *Danielle Berg, CPA is working on 2024 transactions to prepare for the audit
- *Review of Utility Policy is in process, and I will propose updates in near future
- * LMC Website access – username and PW given to council members
- *Microsoft Teams will be used for council documents, and communication
- *Public works and Admin working on fine tuning the Utility Billing/Reads
- *Meet with Public Works and ILS Mgr monthly to get updates prior to meeting

□ FINANCE

- *2025 Budget – The 2025 budget was adopted in December 2024.
- *Budget handed out at last meeting and given to new council members
- *2024 Audit – Working to close out 2024 and will continue to prepare information for our auditors over the next few months.

□ AMBULANCE DEPARTMENT

- *Requested Petty Cash for audit
- * Requested updated inventory list for Audit/Insurance

6. Public Hearings- None

7. Petitions, Open Forum and requests

a. None

Public addresses of Council: Persons addressing the Council must sign up on the public discussion form before the meetings start. Once recognized during “Public Comments” you may present yourself before the council, stating your name and the topic you are speaking on. Topics can be items on or not on the agenda. Remarks are limited to 2 minutes and no decision may be immediately made.

8. Ordinances, and Resolutions:

a. Resolution 2025-01: Assignments and Designations

Offered by Kyle Krier 2nd by Brad Blanchette and unanimously approved

b. Resolution 2025-02: Giving the City Administrator Authority to make electronic Fund Transfers

Offered by Brad Blanchette 2nd by Kyle Krier and unanimously approved

c. Resolution 2025-03: Resolution to authorize the City Administrator to Pay Certain Claims

Offered by Kyle Krier 2nd by Michelle Sullivan and unanimously approved

d. Resolution 2025-04: Accepting the donation of \$2,500 from Red Pine Wind Project to be designated to the Ivanhoe Fire Department to assist the Ivanhoe fire dept with the purchase of a new washer and dryer unit.

Offered by Brad Blanchette 2nd by Michelle Sullivan and unanimously approved

e. Resolution 2025-05: Accepting the donation of \$323.50 from Ivanhoe Senior Citizens and \$100.00 from Lake Stay Community Chest to be designated to the Ivanhoe Ambulance Department for operating expenses.

Offered by Kyle Krier 2nd by Michelle Sullivan and unanimously approved

f. Resolution 2025-06: Financial Auditing Professional Services

Offered by Kyle Krier 2nd by Brad Blanchette and unanimously approved

g. Resolution 2025-07: Dissolve Police Department

Offered by Brad Blanchette 2nd by Michelle Sullivan and unanimously approved

9. **Approval Invoices**

a. Invoice payments: Batch 12.30.24 in amount of \$28,039.77

100 GENERAL FUND	\$13,192.89
225 FIRE FUND	\$(466.67)
226 AMBULANCE FUND	\$533.56
241 REHAB REVOLVING FUND	\$0
245 LIBRARY FUND	\$24.45
601 WATER FUND	\$98.76
602 SEWER FUND	\$163.42
605 GARBAGE FUND	\$0
Total	\$8,441.35
610 Liquor	\$14846.88
Total	\$28,039.77

Brad Blanchette made a motion seconded by Kyle Krier to approve the invoices for 12.30.24 and unanimously carried.

- b. Invoice payments: Batch 1.13.25 in amount of \$25,578.63

100 GENERAL FUND	\$4,347.06
225 FIRE FUND	\$702.47
226 AMBULANCE FUND	\$10.00
241 REHAB REVOLVING FUND	\$0
245 LIBRARY FUND	\$370.88
601 WATER FUND	\$7332.64
602 SEWER FUND	\$617.55
605 GARBAGE FUND	\$2,722.97
Total	\$16,103.57
610 Liquor	\$9,475.06
Total	\$25,578.63

Brad Blanchette made a motion seconded by Kyle Krier to approve the invoices for 1.13.25 and unanimously carried.

10. Unfinished business

- a. The camping fees were turned into the Sheriff's dept. to get ownership information. The city is unable to acquire the information needed to contact the owners. We will have a set plan for 2025.
- b. Lincoln County Sheriff contract for Law Enforcement Services 2025 Contract amount \$66,415
*Authorize payment in 2 payments or all at one time.
Kyle Krier made a motion, seconded by Brad Blanchette to pay the sheriff department contract for 2025 in 2 payments January, and July of 2025.

11. New Business

- a. Two council members are needed to get training in the Board and Equalization training by February.
The link for the LBAE Training below. This will need to be done by February 1st and you currently need 2 trained members. Shelly Sullivan, Adam Panka will complete the training as council members
<https://www.revenue.state.mn.us/board-appeal-and-equalization-training>
- b. The liquor store manager made a request to not give the 3% rate increase to ILS employees as a wage increase was given in October 2024.
Kyle Krier made a motion to rescind the 3% increase for part time liquor store employees due to increase in August, seconded Michelle Sullivan, unanimously approved.
- c. Liquor store request for Polish Days for a 220 to be put in at sitting park.
The council recommends that the committee/liquor store look into borrowing/renting a 220 cart- Jim will talk with manager about options
- d. ATV/Golf Cart License – discuss if change to 3-year, sticker or decal or another idea
Sticker – 3 year – With expiration date sticker - Administrator will contact other cities to see what they are doing for the license.
- e. Clarify when 3% wage increase is to occur. – January 1, 2025, is the effective COLA date.

12. Miscellaneous - none

Announcements

***** Upcoming Meetings & Important Dates:**

1/27/25 City Council meeting 5:30pm

2/7/25 EDA Meeting 7:30am

2/10/25 City Council meeting 5:30pm

2/24/25 City Council meeting 5:30pm

13.Adjournment


A motion was made by Brad Blanchette, seconded by Kyle Krier, and unanimously carried to adjourn the meeting at 7:18 p.m.

Dated at Ivanhoe, Minnesota, this 13th day of January 2025

THE GOVERNING BODY OF THE CITY OF IVANHOE, MINNESOTA

BY 

Shad Lipinski, Mayor

ATTEST: 

Dianne Beckendorf, City Administrator