



Ivanhoe City Council Meeting
Regular City Council meeting
City Council Chambers 401 N Harold St
Monday April 28, 2025, 5:30 p.m.

MEETING MINUTES

Call to Order

The regular City Council, City of Ivanhoe, Minnesota was called to order on April 28, 2025, at 5:30 pm by Mayor, Shad Lipinski

Pledge of Allegiance

Roll Call

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

Others in attendance were City Administrator Dianne Beckendorf, Sarah Marczak, ILS Manager. Curt Szerlip, Lincoln Co. Sheriff Deputy

Approval of Agenda

A motion was made by Brad Blanchette, seconded by Kyle Krier to approve the agenda with the addition of Lincoln Co. Sheriff Report. The motion was unanimously carried.

Public Hearings- None

Approval of Minutes

April 14, 2025

A motion was made by Adam Panka, seconded by Michelle Sullivan to approve April 14, 2025, minutes. The motion was unanimously carried.

Approval Invoices/Financials

- a. Invoice payments: Batch 4.28.25

100 GENERAL FUND	\$6,398.18
225 FIRE FUND	\$761.54
226 AMBULANCE FUND	\$525.00

241 REHAB REVOLVING FUND	\$0
245 LIBRARY FUND	\$242.74
601 WATER FUND	\$7,422.05
602 SEWER FUND	\$578.47
605 GARBAGE FUND	\$0
	\$15,927.98
610 LIQUOR	\$13,726.39
TOTAL CLAIMS 4.14.25	\$29,654.37

A motion was made by Adam Panka, seconded by Kyle Krier to approve claims for 4.28.25. The motion was unanimously carried, with Shad Lipinski abstaining.

- b. March Receipts
- c. March Financial Report

A motion was made by Adam Panka, seconded by Kyle Krier to approve the March 2025 Receipts and Financial Reports. The motion was unanimously carried.

Public Comments/Open Forum: None

Department Reports

- a. Ivanhoe Liquor Store
 - * Sarah reported a goal of \$50,000 in sales each month to make a profit.
 - *THC sales are going well.
 - *Have purchased advertising to run ads in local towns to promote ILS.
 - *Attended the MMLB convention, and learned some new items, and will have a consultant coming to give feedback on how to improve sales, inventory, etc.
 - *Discussion on the grocery store purchases. Sarah states that she is buying what she can.
 - *Planning Cinco-di-Myo and will have specials Friday night for Mother's Day weekend.
- b. City Administrator
 - *Hours- Administrator requested summer hours. The council requested the office be open on Friday mornings, and Dianne will check with the office assistant to see if she can work Friday mornings. Another option would be to open every other week on Fridays.
 - *The 2024 Audit is in progress, and Danielle has the files to produce the Trial Balance by May 5 to the Auditors.
 - *SCDP Loan for Rotherwood Apt.- in process of completing the application.
 - *Administrator will attend the transportation Meeting on May 6th as well as Kyle Krier, EDA President.
 - *Fire Dept awarded a grant for \$14,000 from Blazing Star Community Advised Fund for SCBA Air-Pack project.

Discussion Items:

- a. 125th City of Ivanhoe- no further discussion
- b. Robert Coleman- 401 N Norman Street (Fire)- The fire that occurred is in the process of being cleaned up. The mayor stated he told Robert that we would allow two weeks to clean up the debris. He would be able to apply for a revolving loan and the documents for the application will soon be available.

Action Items

- a. Consider the Approval of Ordinance No. 184 Ordinance establishing a Basic Personnel Policy for the City of Ivanhoe
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- b. Consider Approval of Resolution 2025-18 Resolution Accepting Donation to the Ivanhoe Ambulance from Alter Metal Recycling in the amount of \$430.55
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- c. Consider Approval of Resolution 2025-19 Resolution Accepting Donation to the Ivanhoe Ambulance from Alter Metal Recycling in the amount of \$574.00.
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- d. Consider Approval of Resolution 2025-20 Resolution Accepting Donation to the Ivanhoe Ambulance from Panka Insurance Agency in the amount of \$705.00.
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- e. Consider Approval of Resolution 2025-21 City of Ivanhoe Personnel Policies with a change to the vacation and sick leave: accumulations remain same 20 years and thereafter.
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- f. Consider Approval of Resolution 2025-22 City of Ivanhoe Family Medical Leave Policy
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- g. Consider Approval of Resolution 2025-23 City of Ivanhoe Internal Control Policy
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- h. Consider Approval of Resolution 2025-24 City of Ivanhoe Schedule of Fees
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- i. Consider Approval of Resolution 2025-25 City of Ivanhoe Credit Card Use Policy
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- j. Consider Approval of Resolution 2025-26 Assigning address within City of Ivanhoe.
Offered by Adam Panka Seconded by Kyle Krier Vote in favor: All Vote against: None
- k. Consider approval of the hiring of Public Works Maintenance II
A motion was made by Brad Blanchette seconded by Adam Panke to make an offer to Ardy Sorenson as Public Works Maintenance II at the rate of \$23.14.
- l. Consider approval of the hiring of ILS Staff.

Adam Panka made a motion, seconded by Brad Blanchette, to hire Isabelle Gillund and Amber Grengs as part-time ILS employees at the wage of \$13.00.

Mayors Report

Announcements

5/7/25 EDA Meeting
5/12/25 City Council Meeting
5/27/25 City Council Meeting

Adjourn

A motion was made by Adam Panka, seconded by Brad Blanchette, and unanimously carried to adjourn the meeting at 7:30p.m.

Dated at Ivanhoe, Minnesota, this 28th day of April 2025

THE GOVERNING BODY OF THE CITY OF IVANHOE, MINNESOTA

BY 

Shad Lipinski, Mayor

ATTEST: 

Dianne Beckendorf, City Administrator