



Ivanhoe City Council Meeting
Regular City Council meeting
City Council Chambers 401 N Harold St
Monday March 9, 2026, 5:30 p.m.

MEETING MINUTES

The regular meeting of the Common Council of the City of Ivanhoe was held March 9, 2026, at City Hall, 401 N Harold Street. The meeting was called to order at 5:30 P.M. by Mayor Shad Lipinski. In addition to Lipinski, the following members were in attendance: Michelle Sullivan, Brad Blanchette, Kyle Krier, Adam Panka. Staff present included: Dianne Beckendorf, James Wright, Public Works Others: Jordan Albrecht, Chelsey Bolton & Menk Engineering, Albert Thompson, Resident, Curtis Szerlip, Lincoln Co. Sheriff Deputy, Rebecca Paluch, Ambulance Manager, Kathy Wall, Ambulance Manager

Approval of Agenda:

Motion made by Councilmember Brad Blanchette, Seconded by Councilmember Adam Panka to approve the agenda. Voting Yea: Mayor Lipinski, Councilmember Sullivan, Councilmember Blanchette, Councilmember Krier, Councilmember Panka. The motion Carried. 5-0.

Consider Approval of the Minutes from the Meeting Held on February 9, 2026

There were no amendments to the minutes from the meeting held on February 9, 2026.

Motion made by Councilmember Kyle Krier, Seconded by Councilmember Brad Blanchette to approve the minutes from February 9, 2026. Voting Yea: Mayor Lipinski, Councilmember Sullivan, Councilmember Blanchette, Councilmember Krier, Councilmember Panka. The motion Carried. 5-0.

Engineer presentation: Bolton & Menk Engineering- Jordan Albrecht, and Chelsey of Bolton & Menk Engineering presented on engineering services. Bolton & Menk has been in business for 75 years and began in Sleepy Eye MN and serves small cities. They provided consulting, civil engineering, architect, environmental planning, land surveys, and GIS services. Bolton & Menk did the GIS services for the City of Ivanhoe for the Lead Water Line identification project. They did have interns to capture water hydrants and shut off valves. They have them, and they would have to put them on the map. This allows for the history of infrastructure. Bolton & Menk did the CIP for the city, and the council can prioritize the CIP and plan for future needs using the CIP. They have a dedicated funding team to strategically plan for project funding. Chelsy, from funding team presented on the funding they have achieved for different projects.

Albert Thompson: Regarding Water damage from 2024

Albert Thompson states that the water to Thompson Lumber was supposed to be shut off, and that it was off and he has not paid for water for the property since the sewer lines were glass lined. He stated that Fred Marczak checks his property when he is out of state. In the fall of 2023, he requested the water to be turned off before leaving. He stated the water to the lumber was not requested to be turned off as he thought it was off since 2012. His water pipes burst when the furnace failed. The pipes froze and water leaked in the building causing damage and loss. He said there are blue lines painted on the curb indicating where the shut offs at the curb are. He is requesting that he be credited \$745.70 for the loss to his account at Thompson Lumber. He stated the frozen pipe blew the joints apart (copper line), and it was not shut off at the curb.

History provided by Public Works Department:

On 11/6/23 Public Works completed the request to shut off the water to 221 W Railroad Street- Thompson residence, this is on 11.23 Utility Service Changes Report. The Meter Reading at that time was 26102 (at residence). The change is reported on the change report as completed for the residence.

Jim states that he was unaware of a shut off for the Lumber Yard as he had never turned it off or on during his employment with the city until the leak occurred in 2/2024.

Billing Registers reviewed for 2019, 2020, 2021, 2022, 2023 and there is no billing to the Lumber Yard in the reports. An Active Customer List located from 12/2021 does not have Thompson Lumber Listed.

Jim located a Customer List with Meter Info dated 7/26/2012. Thompson Lumber is listed as active in the report, but no service code on it for charges.

There is no reference to turning off the water at 217 W Railroad Street (Lumber Yard).

See billing history from 2023 when the new Banyon utility billing system was installed and began billing in 2023. There is no Meter ID, no charges. Until 4/24 the account shows up with 0 read (meaning no read) there is no meter reading, 5/24 Reads 0 and charges the account. The credit is returned on 7/18/24 and the account is \$0.

On 2/28/25 meter reading came in at 314940 and charged account for usage. On 3/3/25 the account was credited for the usage and account brought to \$0 balance.

On 1/2026 Thompson Lumberyard was turned back on for billing due to city following utility policy and showed 0 usage. The water is currently off at the curb stop.

The drain lines were not winterized, and the valve in the building was not shut off when the water leak was found, and publicworks was called to turn off at the curb.

The council did not take action to resolve the concern. They requested that public works, and the city administrator investigate records to locate the last meter read at the Lumber Yard.

Bolton & Menk Engineering:

Water line replacement, storm drain repair project. Jordan shared that the Storm Drain repair project on TH 18 will be completed by June. Lead lines: The plans and specs will be submitted to MDH by 3/31/26. There is a review period, then the project will be finalized. There will then be an advertisement for bids, and contracts signed. Jordan said that the project to replace the lead lines is Aug-Oct of 2026. He did state there may be a possibility of collaborating with the City of Lynd for the service line replacement.

Consent Agenda

The following items are considered routine or non-controversial by the Council and will be approved with one motion. There will be no separate discussion of these items unless a council member, city staff, or citizen requests, in which case the item (s) will be removed from the consent agenda and be considered in its normal sequence on the agenda.

Approval of the Consent Agenda

There were no requests to remove an item on the consent agenda for additional discussion.

Motion made by Councilmember Brad Blanchette, Seconded by Councilmember Kyle Krier to approve the items on the consent agenda. Voting Yea: Mayor Lipinski, Councilmember Sullivan, Councilmember Blanchette, Councilmember Krier, Councilmember Panka. The motion Carried. 5-0.

1. Consider approval of Claims 2.23.26, 3.9.26.
2. Consider approval of February 2026 Financials
3. Consider approval of Liability Insurance Renewal.
4. Consider approval of Work Comp Insurance Renewal
5. Consider approval of Resolution 2026-10 Donation to Ambulance from Alter Metal Recycling in amount of \$511.20 for operations.
6. Consider approval of Resolution 2026-11 to Ambulance from Ivanhoe Firemen's Relief Association in amount of \$1,205.84 for operations.
7. Consider approval of Resolution 2026-12. Resolution of application to the drinking water revolving fund for the lead service line replacement project.

Approval of items pulled from Consent Agenda: No items were pulled from the Consent Agenda

Public Comments/Open Forum: None

Department Reports:

8. Lincoln County Sheriff's Dept. – Curtis Szerlip
The Sheriff dept report of calls in past month was in the agenda packet for information. Curtis shared that there has been an increase in call time, and they are over the contracted hours due to increased time at the hospital with ambulance calls, which are above contracted hours even without the hospital time. The council requested that they patrol the area of county highways in town that are being used by trucks hauling grains, coming in fast and using Norman Street to enter at times. Curtis said he would request the speed trailer and let the deputies know about the trucks on Norman Street.
9. Ambulance- Rebecca Paluch, Kathleen Wall -
*Consideration of increased wages for ambulance staff.
 - ♣ Would like to have everyone have the same wage and only have increases when the ambulance managers request increases from the city council.
 - ♣ Initial Rate: \$30 (the current rates vary for each ambulance volunteer, would like to have everyone at the same rate).
 - ♣ Call Rate: currently at \$25/hour.
 - ♣ Manager Rates \$30/hour

The wages were discussed with the Ambulance managers, Rebecca and Kathy. The managers stated that they will plan it in the 2027 budget and keep the wages the same for this year. No further discussion.

10. Public Works- Jim Wright Report

*Building Maintenance- Furnace- for shop and water shed, Dean Brandt is going to get an estimate to Jim for the replacement of the furnace in PW shop and the garage as they are both aged.

*Parks: warming house siding to be replaced. I would like to seek bids for painting the grandstand, and shelter at small diamond needs repairs.

*Streets- Inspect manholes, four need to be raised as they are sunken in, and two on HWY 19 need rebuilding they are sunk in

*Alley plan: Will begin maintenance on alley once frost is out of ground. Going to talk to Sterzinger about using a packer to pack them once the gravel is added and scraped with box scraper if need to avoid washing away.

*Water-working on lead/copper site plan, sample from properties need to be taken for MDH from properties with lead/galvanized pipes

*Snow Removal- New snow blower works very well – Thank you

*Tree trimming

*Pool- fence posts broke by shelter. Temporarily fixed and will be completed on warmer days.

*2026 Project Planning: MN DH Lead waterline replacement

Storm Sewer Drain

*Training: CPO Training Jim will get recertified and Todd will get certified.

*Jim shared that he had contacted Sterzinger about a packer to rent when they are working on alleys this spring.

11. Municipal Liquor Store- There were no questions or comments about the Information Only items.

Liquor Store Monthly Report: The total sales for the month amounted to \$39,157.43, which includes \$171.43 in recouped credit card fees. This figure reflects an increase of \$1,848.57 compared to February 2025.

Repairs and Maintenance: Several repairs were completed this month. The water heater was replaced, the fan motor in the older fryer needed to be addressed, and new seals were installed on the freezer located in the kitchen.

Wine Event: The first wine pairing event was held on February 10. Representatives from Paustis Wines attended to discuss the wines that were paired with five small courses. The event was very well received. Two additional wine events are planned for this year: the next one is scheduled for April 28, and another will be held in November.

Staffing: Deb will be leaving at the end of May. She has offered to help fill in when there are staffing shortages throughout the summer and on polish days. A job posting for her position will be published next week.

Menu Update: Work is underway on the next menu, which is expected to be released during the third or fourth week of April.

12. City Administrator-

* Status updates:

Audit is beginning- All documents uploaded to auditor.
Danielle is wrapping up the financial statements.

*Business:

There were three residents that came up with concerns about paying the water bill when they are not using water.

*Dan Lasneski came in and is requesting the city credit heir water bill \$106.40. The On 3/1/26 the meters were read and the meter reading came in at 7,210 gallons. I called Dan at 6:30 pm to let him know about the high usage noted on the meter read. He said he had been there on Friday, and all was fine and that there was no water being used. He said he would check on Sunday. On Monday, Todd went over to the house with Dan and pulled the meter. The meter read 184950. The previous read was 177740 resulting in 7210 gallons used. Dan came into the office on 3/5/26 stating we needed to fix the billing. Dan denied using any water and said he is using gallons of water in the house to keep pipes, toilets etc filled with water. He requested that I ask the council to remove billing for gallons billed. The amount requested to credit bill is \$106.40.

The council did not take any action regarding the request. They requested Publicworks to get the meter history and the results will be shared at the next council meeting and a decision made at that time.

*MN Public Facilities Authority, Clean Water -State Revolving Fund Programs- Applications forms to sign- in packet
Cert 1: Compliance Certification as to General Federal and State Laws, Rules, and Regulations
Cert 2: Compliance Cert: Disadvantaged Business Enterprise, Required Procurement, Contract Conditions
Cert 03 Compliance Certification as to No Conviction of Felony Financial Crime by a Principal

*There are currently two residents that have not responded to the request to repair their water meter. I have mailed out a notice with their utility billing that they have until the end of the month to schedule the repair. There are steps the city can take to access the meter. Trying to get them completed.

Old Business

12. Westside Development- The EDA is working with KaLea Swensen on getting signs of the development made with the lots on them. Bolton & Menk sponsored the City and Engineer advertisement for the signs. The signs will be placed on westside of town and at the entrance to the development.

13. South Alley- no new updates

14. ILS Case- the court process is taking place, no updates

15. Foreclosure- The attorney is working on the forclosure of property.

16. Swanson Property- the council requested that Kevin and Deb Swanson property be addressed thru the nuisance ordinance.

17. Library: Adam Panka shared that the library is being offered a \$10,000 donation to expand the library into the previous police officer office area. This would include removing part of the wall, adding shelving, and carpet. Adam will request the library to get bids for the project and bring it back to the council at the next meeting for further discussion.

New Business

14. Daycare- The EDA is actively working with the school on setting up daycare at the school. A provider has been secured, and she is working on getting her training.

Mayor’s Report: None

Upcoming Meetings:

April 1, 2026, EDA Meeting, City Hall

April 13, 2026, Board of Appeals & Equalization 5:30 pm, City Hall
City Council Meeting 5:30 pm, City Hall

May 6, 2026, EDA Meeting, City Hall

May 11, 2026, City Council Meeting 5:30 pm, City Hall

Adjourn

At 7:15 pm a motion made by Councilmember Adam Panka, Seconded by Councilmember Brad Blanchette, to adjourn the meeting. Yea: Mayor Lipinski, Councilmember Sullivan, Councilmember Blanchette, Councilmember Krier. The motion Carried 5-0.

Dated at Ivanhoe, Minnesota, this 9th day of March 2026

THE GOVERNING BODY OF THE CITY OF IVANHOE, MINNESOTA

BY _____

Shad Lipinski, Mayor

ATTEST: _____

Dianne Beckendorf, City Administrator