

**WAKEFIELD TOWNSHIP MINUTES
22295 FROSTVIEW ROAD COLD SPRING MINNESOTA
REGULAR BOARD MEETING VIA TELECONFERENCE
APRIL 2, 2020 7:00PM**

Chairman John Willenbring called the Town Board Meeting to order at 7:00 pm via Zoom teleconference. Board Members Present: Supervisors John Willenbring (320-290-1623), Shawn Garding (Shawn’s iPhone), Supervisor Erkens joined the call (320-761-5409), Clerk Heidi Stalboerger (Host and Heidi Stalboerger) and Treasurer Jerry Frieler (320-224-3486). Others Present: Mike Nielson (320-534-5940), Jesse Reinert (320-248-7164), Jayme Knapp (Jayme Knapp) and Brigid Murphy (612-281-9119).

APPROVAL OF THE AGENDA AND MINUTES

MOTION BY GARDING SECONDED BY WILLENBRING TO APPROVE THE AGENDA SANS ITEMS #2, OPEN FORUM AND #5, STEARNS COUNTY SHERIFF UPDATE AND CONSENT AGENDA AS PRESENTED. MOTION CARRIED 2-0.

- A. *Monthly Meeting Minutes March 5, 2020*
 - B. *Board of Canvass Meeting Minutes March 10,2020*
 - C. *Special Meeting Minutes March 20, 2020*
 - D. *Qualification Meeting Minutes March 23, 2020*
 - E. *Cold Spring Area Youth Sports Association On-Sale 3.2 Percent Malt Liquor License 2020*
 - F. *Church of St. James of Jacobs Prairie One Day Temporary On-Sale Liquor License 6/14/20*
 - G. *Church of St. James of Jacobs Prairie One Day Temporary On-Sale Liquor License 8/8/20*
- | | | |
|-----------|-------------|-----|
| Roll Call | Willenbring | Yes |
| | Garding | Yes |

Supervisor Erkens joined the call (320-761-5409).

ENGINEER UPDATE

Nielson and Maintenance Supervisor, Menke, met with Jesse Reinert. The group discussed adjusting the angle of the Frostview Road/Great Northern Drive intersection to improve sight distance. Reinert also has interest in vacating a portion of the platted road near his home (just to the east of the intersection) to gain more property in hopes of allowing construction of a residential storage shed. The current driven surface does not lie within the platted road right of way. Nielson shared a picture of the proposed road vacation area as well as the proposed adjusted angle of the intersection, which could be completed through a quit claim deed. Reinert suggested trading or swapping to correct the ROW; however, does not feel comfortable moving forward without paperwork to show the swap. All Supervisors agreed that Nielson should move forward with an estimate of cost and proceed to move forward with road vacation and quit claim deed to make the intersection perpendicular and safer. A road vacation process would include a public hearing. Under the current circumstances, this could possibly take place at the June meeting.

MOTION MADE BY ERKENS SECONDED BY GARDING TO APPROVE THAT MIKE NIELSON, WSB, INC. MOVE FORWARD WITH PLANS AND COST ESTIMATE FOR INCREASING THE SAFETY AND SIGHT DISTANCE AT THE INTERSECTION OF FROSTVEIW ROAD AND GREAT NORTHER DRIVE. MOTION CARRIED 3-0.

Roll Call	Willenbring	Yes
	Garding	Yes
	Erkens	Yes

MAINTENANCE SUPERVISOR UPDATE

No maintenance report available.

CLERK UPDATE

A. Stalboerger reviewed correspondence from the City of Cold Spring regarding the annexation of the DM Dingmann Farms, LLC, PID #36.23613.0025, apx 80 acres on the west side of County Road 2. The city held a meeting to review the need for an Environmental Assessment Worksheet, for which comments were not received yet from the city. The group reviewed the most current revision of the Joint Resolution for Annexation and Road Maintenance Agreement for 248th Street, that have been sent to the city. The city sent correspondence via email earlier that afternoon stating that a date has been set to take into consideration annexation by ordinance. The Board discussed the recent correspondence, details of the agreements and action to take to keep the project moving forward. Willenbring stated that he feels that the township should continue to move forward with annexation by joint resolution and a road maintenance agreement.

MOTION BY GARDING SECONDED BY ERKENS TO APPROVE THE JOINT RESOLUTION FOR DESIGNATION OF CERTAIN LAND AND THE IMMEDIATE ANNEXATION OF ENTIRE DESIGNATED AREA IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN THE CITY OF COLD SPRING AND WAKEFIELD TOWNSHIP AND AGREEMENT BETWEEN WAKEFIELD TOWNSHIP AND THE CITY OF COLD SPRING FOR THE DIVISION OF MAINTNENANCE RESPONSIBILITIES FOR 248TH STREET AS PRESENTED. MOTION CARRIED 3-0.

Roll Call	Willenbring	Yes
	Garding	Yes
	Erkens	Yes

B. Due to the COVID-19 Pandemic, the Stearns County Assessor’s Office will be holding the Local Board of Appeal and Equalization via a teleconference format. All township property owners who are interested in appealing their property taxes are encouraged to contact the Wakefield Township Assessor or the Stearns County Assessor’s Office to be placed on the agenda for the meeting to be held on April 20, 2020 at 9:30 am. The Assessor’s Office will set up the conference call and circulate the call information. Stalboerger will ensure that the posted and published notice reflect this update.

FIRE DEPARTMENT UPDATE

A. Chain of Lakes: Willenbring reported that he will be working with the Chairman to organize meetings during the Stay at Home Order. At the last meeting, the group authorized the purchase of a new boat motor for the department watercraft and will have the boat outfitted with proper lighting at In-Tune Marine.

B. Cold Spring: No update available.

TREASURERS REPORT

B. Frieler reviewed the balance sheet and profit and loss statement with the Board.

MOTION BY ERKENS SECONDED BY GARDING TO APPROVE THE APRIL 2, 2020 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE MARCH 18, 2020 AND APRIL 1,

2020 LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER, PLUS A PAYMENT TO XCEL ENERGY FOR THE RIVERFIELD HOMEOWNERS ASSOCIATION. MOTION CARRIED 3-0.

Roll Call	Willenbring	Yes
	Garding	Yes
	Erkens	Yes

ADJOURN/RECESS

The Board agreed and decided to hold another meeting or recess the monthly meeting until after the City of Cold Spring meets to discuss the annexation by joint resolution document and the road maintenance agreement document. The Supervisors also agreed to attend the city council meeting to be held on April 14, 2020 at 6:30 pm. Stalboerger will post the meeting.

MOTION BY GARDING SECONDED BY ERKENS TO RECESS THE MEETING AT 7:45 PM UNTIL WEDNESDAY, APRIL 15 AT 7:00 PM. MOTION CARRIED 3-0.

Roll Call	Willenbring	Yes
	Garding	Yes
	Erkens	Yes

Respectfully Submitted,

WAKEFIELD TOWNSHIP

Approved by:

/s/Heidi M. Stalboerger, Clerk

/s/John Willenbring, Chairman