

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
APRIL 6, 2023, 7:00 PM
22295 FROSTVIEW ROAD, COLD SPRING, MN 56320

1. Monthly meeting called to order and Pledge of Allegiance led by Town Chair John Willenbring. Supervisors present: John Willenbring, Shawn Garding, Dave Dold, Clerk Heidi Stalboerger, Treasurer Jerry Frieler, Deputy Clerk Addie Turkowski, Kyle Knudson, Todd Menke, Mark Stalboerger, Becky Terwey, Dave Minnerath, Sheriff Jon Lentz, Steve Chouanard, Calvin Fisher, Kevin Kruger

2. Open Public Forum: N/A.

3. SUPERVISOR SHAWN GARDING MOVED TO APPROVE THE AGENDA AND CONSENT AGENDA, WITH EXCEPTION OF A AND B. SUPERVISOR WILLENBRING SECONDED. SUPERVISOR DOLD ABSTAINED. MOTION CARRIED 2-0.

4. ***Consent Agenda:**

A. Monthly Meeting March 2, 2023, SUPERVISOR GARDING MOVED TO APPROVE THE MINUTES OF MARCH 2, 2023, MONTHLY MEETING AS PRESENTED. SUPERVISOR WILLENBRING SECONDED. SUPERVISOR DOLD ABSTAINED. MOTION CARRIED 2-0.

B. Board of Canvass Meeting March 14, 2023: SUPERVISOR GARDING MOVED TO APPROVE THE MINUTES OF THE MARCH 14, 2023, BOARD OF CANVASS MEETING AS PRESENTED. SUPERVISOR WILLENBRING SECONDED. SUPERVISOR DOLD ABSTAINED. MOTION CARRIED 2-0.

C. Qualification Meeting March 28, 2023

SUPERVISOR GARDING MOVED TO APPROVE THE MINUTES OF MARCH 28, 2023, QUALIFICATION MEETING AS PRESENTED. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

D. Resolution Authorizing Contract with Interested Officer

SUPERVISOR GARDING MOVED TO APPROVE RESOLUTION #2023-005 RESOLUTION CONTRACT WITH INTERESTED OFFICER, UPDATED AND REPLACEMENT FOR RESOLUTION #2022-012 AS PRESENTED. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

E. Church of St. James Liquor License Request

SUPERVISOR GARDING MOVED TO APPROVE THE CHURCH OF SAINT JAMES (JACOBS PRAIRIE) APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE FOR AUGUST 5, 2023, AS PRESENTED. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

5. Sheriff's Report – Captain Jon Lentz reviewed the calls for March 2023

6. Rebecca Terwey & Dave Minnerath – 163rd Avenue, have requested gravel to be added to this road. There are large holes, and the road is beginning to fail, large rocks are protruding as there is a lot of farm equipment and semi traveling for business. Dust control measures have helped with the dust. It has been four to five years since gravel was added. Supervisor Willenbring agrees with this assessment as the crown is gone. Supervisor Willenbring added that there are still some gravel roads that need attention in the township.

*ColdSpring Foundry Construction Site Permit – Steve Chouanard reviewed an expansion project to the Foundry Building and explained that Stearns County is requesting a Storm Water Pollution Prevention Plan (SWPPP) as more than one-acre of impervious surface has been added since 2005. Stearns County recommends a development plan because of the size of the area and requirements of impervious surface. Supervisor Willenbring asked about plans for future construction. Chouanard replied that no further constructions are planned and that there is plenty of pervious surface for storm water run-off, further that ColdSpring Granite has an active SWPPP with the State of Minnesota, conducting monthly, quarterly and annual samples and inspections. The Board stated that since the proposed Foundry expansion project is approximately 7600 square feet, the Construction Site Permit application should be approved without a SWPPP, but ColdSpring Granite should plan to provide a SWPPP with the next expansion project, regardless of the size of the

expansion. SUPERVISOR GARDING MOVED TO NOT REQUIRE A SWPPP FOR THE COLDSRING FOUNDRY EXPANSION PROJECT AND DIRECTED STALBOERGER TO APPROVE THE CONSTRUCTION SITE PERMIT AS PRESENTED WITH A CONDITION THAT FUTURE EXPANSION REQUIRE A SWPPP. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger will handle details with Coldspring Granite Company. It is recommended that in future Coldspring Granite contact Stearns County and discuss combining parcels in the future.

7. Engineer Update – Kevin Kruger

A. 2023-2024 Road Projects – Kevin Kruger explained that since the levy amounts set for 2023 and 2024 allows Wakefield Township to complete the scheduled projects big for 2023 (Sealcoat and Crackfilling) and projected projects anticipated for 2024 (158th Ave and 241st Street). Kruger noted that WSB has seen prices coming down on bids from earlier this year and late last year. \$250,000 is allocated for 2023 seal coating and Kruger recommends the remaining balance be carried over to 2024 to allow for the proposed project with flexibility for 3rd Avenue SE project with Cold Spring. Reconstruction of 158th Ave and 241st Street will be a full reconstruction with a widening to 24 feet in 2024. The 178th Ave overlay should be completed in the next three years. 182nd Ave reconstruction will be a reclaim and pave project to be done in a few years. 260th Street is a shared road with Colledgeville and is a 2025 project. Since it is a shared road, it may be a good candidate to request funding. Todd Menke added that Oster Point Road is flooding, and he recommends sloping the hill to handle the water. Supervisor Garding suggested we keep an eye on this road this year.

3rd Avenue Southeast is a shared road with Cold Spring. The City of Cold Spring Maintenance Department obtained one estimate and sent it to Clerk Stalboerger, with a second estimate forthcoming. The Supervisors declined to review the estimate since there is only one estimate and then the estimate would become a matter of public record and potentially skew a second estimate. Supervisor Willenbring reviewed the Road Maintenance Agreement and noted that if we don't agree on how to proceed on the road project, we may need to hire an engineer to come to an agreement as per number four of the agreement. Supervisor Garding suggested eliminating the step and not hiring an engineer on shared roads with Cold Spring. The estimate as stated by the Public Works Dept in Cold Spring back in January 2023 was \$200,000, which would require sealed bids. Supervisor Willenbring noted that specifications must be identified for competitive bidding for the project so that unexpected expenses can be avoided once construction is underway. Supervisor Garding requested that we see the specs of the project from the City of Cold Spring before it is let for bidding. The Supervisors requested Kevin Kruger to reach out to Kris Dockendorf and Jon Stueve at the City to discuss the road project with the City of Cold Spring.

Kruger suggested a neighborhood meeting with residents on 158th Ave and 241st Street in September for the 2024 project. Kruger also stated that we can begin planning for this project in fall of 2023.

8. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman's Park: The Board reviewed two contracts from Sauk Rapids and from the Richmond Lions as examples of agreements for management of parks. Supervisors reviewed briefly and Supervisor Garding suggested that the supervisors review and jot notes for future review and discussion. Stalboerger stated that Tammy Garding asked for clarification on payment for refuse and who is responsible for Xcel payments. Supervisor Garding said the dumpsters need to be removed at the end of the season, (September) as people might use the dumpsters. There is no service during the off season. Supervisor Willenbring said we need to assure the gate is closed to protect the area once softball season is over. During the season, it is agreed that the Softball Association will handle and pay for refuse. SUPERVISOR DOLD MOTIONED TO HAVE WAKEFIELD TOWNSHIP BE RESPONSIBLE FOR THE ELECTRICITY INVOICE. THE SOFTBALL ASSOCIATION WILL BE RESPONSIBLE FOR REFUSE AND PAYMENT OF REFUSE BILL DURING SOFTBALL SEASON. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0. Supervisor Garding shared two proposals for mowing. These mowing proposals are just for the ballpark. Supervisors discussed the proposals. SUPERVISOR DOLD MOVED TO HIRE GOLDSTAR FOR THE SOFTBALL PARK MOWING AND TRIMMING. GARDING SECONDED. MOTION CARRIED 3-0. Their fee is \$190 each time and they use their own equipment. Supervisor Garding stated that the Softball Association carries their own insurance. Supervisor Garding is working with Lifestyle Lumber to obtain quotes for the Sportsman's Club property buildings for replacement cost to send the information to MATIT to be added to the insurance coverage schedule. The Township Board requested Clerk Stalboerger to contact specific individuals to inquire if they would be interested in serving on the Softball Park Committee. The Board would like to limit the committee to about seven members. A township resident is interested in donating Blue Bird Houses.

Another township resident contacted Stalboerger about donating batting cages. The Board directed Stalboerger to have the donors contact Supervisor Garding. The township board discussed removal of old recreation equipment. It is suggested that the merry-ground and slide be removed for scrap iron.

B. Banking Authority: Clerk Stalboerger presented a resolution defining Board authorization regarding banking activity as approved by the attorney. This resolution will be on file for any banking institution with which the township has a relationship. SUPERVISOR WILLENBRING MOVED TO APPROVE RESOLUTION #2023-006 RESOLUTION AUTHORIZING BANKING ACTIVITY BY A TOWNSHIP OFFICER. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

C. State Bank of Cold Spring – On March 30th, the State Bank of Cold Spring increased the savings account interest rate to 2%.

D. Road Maintenance Agreement with the City of Cold Spring was discussed. The Board directed Stalboerger to make changes and approved the updates. SUPERVISOR GARDING MOVED TO APPROVE AND TO SIGN THE ROAD MAINTENANCE AGREEMENT WITH THE CITY OF COLD SPRING AND SEND TWO ORIGINALS TO THE CITY OF COLD SPRING FOR SIGNATURES AND REQUEST THEY SIGN THEM BOTH AND SEND ONE BACK. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

E. City of Cold Spring – MPCA Request for application of biosolids on property of Lahr Heritage Acres, sixty acres. Board reviewed. No questions. No action.

F. Walkus Variance - Stearns County is hearing a variance request on Langevin Drive, a privately maintained road. Stalboerger reviewed request with the Board. The Board directed Stalboerger to send favorable comments to Stearns County to construct a 1335 square foot house.

9. Maintenance Update – Todd Menke said the Luxembourg Township wants to add gravel 200th street, the shared road. Menke stated that the township share is approximately \$750. (\$10/yard for 150 yards) cost shared with Wakefield and Luxembourg townships. SUPERVISOR GARDING MOVED TO GRAVEL SHARED ROAD WITH LUXEMBURG TOWNSHIP FOR \$750. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Menke also said 200th street needs crack filling at \$20/yard. Menke is looking for someone to blade gravel roads. Menke will check into prices for blading for 163rd Ave and 138th Ave. Dust control is 67 cents a square yard, which is an increase from last year. The estimate for Wakefield Township roads is about \$700. Also, the front rim on the Ford Truck broke. Menke repaired for a cost of \$323. He priced a new truck which is up in costs, and it takes 18-20 months once ordered. A new truck will need to be ordered soon to be received by 2024.

10. Financial Report – The Board reviewed the CD at Falcon National Bank in the amount of \$220,000. The Board discussed purchasing additional CD at Cold Spring Bank and at Falcon National Bank. These funds are reserved for road projects. SUPERVISOR GARDING MOVED TO INVEST \$200,000 WITH STATE BANK OF COLD SPRING AND FOUR \$50,000 CD'S AT FALCON NATIONAL BANK FOR 13 MONTHS FOR THE BEST RATE. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

The Board approved Menke to use planned time off to reduce compensatory time to a maximum of 120 hours by May, 2023.

The Board reviewed payroll procedures.

A. Treasurer's Report and List of bills

SUPERVISOR GARDING MOVED TO APPROVE THE APRIL 6, 2023, TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE MARCH 15, MARCH 29, 2023, AND APRIL 6, 2023, LIST OF RECEIPTS, PAYMENTS, AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

11. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue – There were eight calls for the month of March. The department will be selling the old extrication equipment. The department is comparing gas and electricity costs. Gas is still slightly cheaper to heat the buildings. Insurance is up \$2,000 from last year. New exercise equipment is in the facility.

B. Cold Spring Fire Department – No report

12. SUPERVISOR GARDING MOVED TO ADJOURN AT 11:01PM. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

Respectfully Submitted,

Approved by,

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Township Chair