

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
APRIL 7, 2022 7:00 PM
22295 FROSTVIEW ROAD
COLD SPRING, MN 56320

1. Monthly Meeting was Called to Order at 7pm and Pledge of Allegiance led by Town Chair Cyril Erkens. Board Members Present: Shawn Garding, John Willenbring, Cyril Erkens, Clerk Heidi Stalboerger, Deputy Clerk Addie Turkowski and Treasurer Jerry Frieler. Others present: Todd Menke, Captain John Niemi, Kevin Kruger, WSB, Mark Stalboerger, Steve Chouanard, Chuck Schmitz, Cheryl Foster.

2. Open Public Forum: None requested.

3. Approval of the Agenda and Consent Agenda: MOTION MADE BY JOHN WILLENBRING AND SECONDED BY SHAWN GARDING TO APPROVE. MOTION CARRIED 3-0.

4. *Consent Agenda:

A. Monthly Meeting March 3, 2022

Recommendation: TO APPROVE THE MINUTES OF THE MARCH 3, 2022 MONTHLY MEETING AS PRESENTED.

B. Board of Canvass March 8, 2022

Recommendation: TO APPROVE THE MINUTES OF THE MARCH 8, 2022 BOARD OF CANVASS MEETING AS PRESENTED.

C. Qualification Meeting March 21, 2022

Recommendation: TO APPROVE THE MINUTES OF THE MARCH 21, 2022 QUALIFICATION MEETING AS PRESENTED.

D. Cold Spring Softball Association Liquor License Request

Recommendation: TO APPROVE THE COLD SPRING SOFTBALL ASSOCIATION COUNTY ON-SALE 3.2 PERCENT MALT LIQUOR LICENSE AT THE COLD SPRING BALL PARK IN THE TOWN OF WAKEFIELD.

E. St. James Church, Jacobs Prairie Liquor License Request

Recommendation: TO APPROVE THE ST. JAMES CHURCH, JACOBS PRAIRIE, A TEMPORARY ON-SALE LIQUOR LICENSE AT THE ST. JAMES CHURCH PARISH BUILDINGS AND PARKING LOT, 25042 COUNTY ROAD 2, COLD SPRING MN, IN THE TOWN OF WAKEFIELD.

5. Sheriff's Report – Captain John Niemi filled in for Captain Lentz and reviewed the March 2022 Call Log

6. Land Use Requests:

Board meeting recess was called at 7:10 and the Board of Adjustment was called or order.

A. Variance: Wayne & Rebecca Chouanard, Steven Chouanard, 36.23738.0000, 16786 County Road 158, Cold Spring, MN

Variance is requested to construct a detached accessory dwelling unit exceeding 1,000 square feet in size on the property. Wakefield Township Staff Report and Findings of Fact was reviewed for the town board. JOHN WILLENBRING MOVED TO DENY VARIANCE REQUEST. MOTION FAILED TO RECEIVE A SECOND AND FAILED. JOHN WILLENBRING MOTIONED TO TABLE DISCUSSION AND EXTEND DECISION TO NEXT BOARD MEETING ON MAY 6, 2022, SHAWN GARDING SECONDED. MOTION CARRIED 3-0.

Chair Erkens closed the Board of Adjustment and reconvened the monthly meeting at 8:11pm.

7. Engineer Update – Kevin Kruger, WSB

A. 2022 Road Improvements – Fairway Circle. Bids were received for the 2022 Street Reconstruction Project on March 31, 2022. The Board reviewed the Bid Tabulation and Summary. MOTION BY JOHN WILLENBRING TO AWARD BID TO KNIFE RIVER IN THE AMOUNT OF \$509,213.10, SHAWN GARDING SECONDED. MOTION CARRIED 3-0.

B. Horseshoe Road – Survey Update. Surveying has been completed. JOHN WILLENBRING MOVED TO AUTHORIZE TO PLACE THE CUL DE SAC TO THE AREA THAT PROVIDES ACCESS TO ALL PROPERTY OWNERS AND IS TOUCHING ALL PARCELS TO ALLOW ACCESS BY ALL AFFECTED PARCEL. SHAWN GARDING SECONDED. MOTION CARRIED 3-0.

SHAWN GARDING MOVED AND JOHN WILLENBRING SECONDED TO ALLOW WSB TO MOVE FORWARD TO COMPLETE THE EASEMENT AGREEMENT WITH PROPERTY OWNERS. MOTION CARRIED 3-0. John Willenbring will act as a liaison with WSB and the affected property owners.

8. Maintenance Department Update – Todd Menke – Supervisors discussed mailbox relocation and replacement on the Fairway Circle Road project and agreed that Knife River will handle this task. The Fairway Circle homeowners will be responsible for the mailbox. Menke reviewed crackfilling needs on various township roads. The Board authorized Menke to obtain estimates for crackfilling township roads in 2022. Menke discussed the disparity between Wakefield and Luxemburg regarding the snowplowing and road grading work. Menke suggested changes. Willenbring will contact Luxemburg Township to discuss the line road agreement. Menke won the auction bid for the post puller in the amount of \$275.

9. Clerk/P&Z Update – Heidi Stalboerger

A. JOHN WILLENBRING MOVED AND SHAWN GARDING SECONDED TO SPONSOR \$150, FROM THE SCORE GRANT FUNDS, FOR THE TKI SPRING CLEANUP ON MAY 7, 2022. MOTION CARRIED 3-0.

B. Repeal Mail Balloting Process:

SHAWN GARDING MOVED TO APPROVE RESOLUTION #2022-004: RESOLUTION REPEALING MAIL BALLOTING AS PRESENTED. JOHN WILLENBRING SECONDED. MOTION CARRIED 3-0.

C. Sportsman’s Park Update – Soil Testing Proposals were received. SHAWN GARDING MOVED TO AWARD THE LEAD SOIL TESTING BID OF SPORTSMAN PARK TO WSB AT \$7500. JOHN WILLENBRING SECONDED. MOTION CARRIED 3-0.

D. JCMH - Compliance Agreement Extension Request. JOHN WILLENBRING MOVED TO APPROVE THE EXTENSION ON THE COMPLIANCE AGREEMENT FOR CHANNEL MARINE FOR ONE ADDITIONAL YEAR. SHAWN GARDING SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger will complete the paperwork.

E. All-Hazard Mitigation Plan – Identify goals and discuss participation. Supervisors have agreed to participate in Stearns County program to identify and assess natural hazards and goals to address.

F. Assessor Contract – Cheryl Foster discussed her position as Township Assessor by contract. Wakefield Township by contract will continue to utilize Foster as the Township Assessor.

G. ARPA Funds – Consider joint project with County- County is requesting funds to provide improved infrastructure to expand internet services. Mike Williams from the county will speak to township supervisors to discuss on April 21, 2022, at 1:00pm.

H. Proposed Stearns County Land Use and Zoning Ordinance Updates: Stearns County is requesting that Wakefield Township hear all variances for some township roads, including the list of private roads in Wakefield Township that the County currently hears variances. The Supervisor requested Stalboerger to set up a meeting with Stearns County to discuss the ordinance amendments and vacation home rental section of the ordinance.

10. Financial Report –

A. Treasurer’s Report and List of bills

SHAWN GARDING MOVED TO APPROVE THE APRIL 7, 2022 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE MARCH 16, 2022, MARCH 30, 2022 AND APRIL 7, 2022 LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. JOHN WILLENBRING SECONDED. MOTION CARRIED 3-0.

11. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue – Eight medical calls and one call on an accident. Center Point Energy will have cost increases.

B. Cold Spring Fire Department – No update

12. MOTION TO ADJOURN MADE BY JOHN WILLENBRING AND SECONDED BY SHAWN GARDING AT 10:35PM. MOTION CARRIED 3-0.

Respectfully submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/Cyril Erkens, Chair