

**WAKEFIELD TOWNSHIP MINUTES
22295 FROSTVIEW ROAD COLD SPRING MINNESOTA
REGULAR BOARD MEETING AUGUST 1, 2019 8:00PM**

Chairman Cyril Erkens called the Town Board Meeting to order at 8:00 pm and lead the Pledge of Allegiance. Board Members Present: Supervisors Cyril Erkens, John Willenbring, Shawn Garding, Clerk Heidi Stalboerger and Treasurer Jerry Frieler. Others Present: Mike Nielson, Bob & Linda Linz, Jon Folkedahl, Mark Stalboerger and Rod & Lois Gertken.

APPROVAL OF THE AGENDA AND CONSENT AGENDA

A. Minutes July 11, 2019

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE AGENDA AND CONSENT AGENDA AS PRESENTED. MOTION CARRIED 3-0.

ENGINEER UPDATE

B. 200TH Street Reconstruction Project Update - Nielson reviewed the 200th Street Pre-Con meeting. Knife River will begin asphalt reclaiming on Monday, August 5, 2019. Nielson reviewed the projected schedule that proposes a completion date of August 20, 2019. 200th Street will remain open during the road construction project.

-Nielson reported that Island Lake Road is complete. Final review will take place soon. The final pay voucher should be ready for review at the September meeting. Wakefield will then be able to submit the final grant amount from the State for the Local Road Improvement Program.

-Nielson stated that the road work and shouldering for Lois Lane, Zumwalde Lake Estates, is complete. Nielson informed the developer and the contractor that the rip rap needed to be lowered. Nielson has not been notified that the rip rap request has been completed, which is the last item that needs to be addressed before the escrow can be reduced to 10%, approximately \$10,000.

A. Nielson reviewed the engineering proposal for the Frostview Road Resurfacing Proposal. Nielson reviewed preliminary design, final design, permitting, bidding and additional services covered in the proposal as well as financing options. Nielson also reviewed the wetland delineation process, soil borings, embankments and survey. The project will be similar to Island Lake Road.

MOTION BY WILLENBRING SECONDED BY GARDING TO AUTHORIZE APPROVAL OF ENGINEERING SERVICES FOR A PRELIMINARY AND FINAL DESIGN FOR RESURFACING FROSTVIEW ROAD FROM COUNTY ROAD 83 TO APPROXIMATELY 165 FEET PAST FENTON COURT AS PROPOSED IN THE AMOUNT OF \$47,360.00. MOTION CARRIED 3-0.

PUBLIC HEARING –

Chairman Erkens called the Board of Adjustment and Public Hearing to order at 8:25 pm

-Robert & Linda Lina, Variance Township Road Setback

Robert & Linda Linz are requesting a variance to construct a residential dwelling addition 49 feet from the centerline of a township road, Janssen Drive. Stalboerger reviewed the staff report, site visit pictures and background information. Linda Linz provided additional information about the request. No written or verbal comments were received. The Chairman closed the public input portion of the public hearing at 8:31 pm. The Board of Adjustment reviewed the Findings of Fact. The Board of Adjustment reviewed the Planning Commission's recommendation to approve the variance request.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE RESOLUTION 2019-006, A RESOLUTION ACCEPTING FINAL FINDINGS OF FACT AND APPROVING A VARIANCE

REQUESTED BY ROBERT LINZ AND LINDA LINZ. MOTION CARRIED 3-0.

-Jon Folkedahl, Variance Township Road Setback

Jon Folkedahl is requesting a variance to construct a residential dwelling 53 feet from the centerline of a township road, Cedar Island Lake Road. Stalboerger reviewed the staff report, background on the request as well as a drawing of proposed site structures and proposed contours. The group discussed well & septic design, the size of the proposed structure, drainage and the driveway onto Cedar Island Lake Road. Folkedahl added information for the Board of Adjustment. No written or verbal comments were received on this request. The Chairman closed the public input portion of the public hearing at 8:50 pm. The Board of Adjustment reviewed the Findings of Fact. The Board of Adjustment reviewed the Planning Commission's recommendation to approve the variance request with the following conditions:

1. The variance shall become void if Applicant does not proceed substantially on the work by December 31, 2020. To proceed substantially means to make visible improvement to the property. One or more extensions of not more than six (6) months may be granted by the Wakefield Board of Adjustment for good cause.
2. Applicant must install driveway as presented on the Proposed Site Structures/Proposed Contours plan (provided by Jon Folkedahl) to include a three-point turnaround style driveway to allow for forward entry onto Cedar Island Lake Road.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE RESOLUTION 2019-007, A RESOLUTION ACCEPTING FINAL FINDINGS OF FACT AND APPROVING A VARIANCE REQUESTED BY JON FOLKEDAHL. MOTION CARRIED 3-0.

The Chairman closed the Board of Adjustment at 9:04 pm.

-Rod and Lois Gertken were present to request that the final inspection take place on Lois Lane; and to request that the escrow amount be reduced as outlined in the Zumwalde Lake Estates Developer's Agreement. Nielson was able to drive to the site to inspect the rip rap. Nielson stated that the rip rap still needs to be lowered, but that he was comfortable recommending a reduction in the Lois Lane escrow amount to 10%. Stalboerger will review the developer's agreement for the escrow reduction. Rod Gertken stated that he would like to be on the September agenda to request that Wakefield Township accept maintenance of Lois Lane as a township road.

MOTION BY GARDING SECONDED BY WILLENBRING TO REDUCE THE ESCROW FOR THE ZUMWALDE LAKE ESTATES, LOIS LANE ROAD TO A MAINTENANCE AMOUNT OF 10% OF THE ORIGINAL BONDING AMOUNT AS STATED IN THE DEVELOPER'S AGREEMENT. MOTION CARRIED 3-0.

CLERK UPDATE

A. Dan Davey owns property on Koetter Lake Road. Koetter Lake Road is a private road. Davey is interested in building a residential accessory structure and installing a second driveway on his parcel. Since this is a private road, privately maintained in the shoreland overlay district, Wakefield Township does not have jurisdiction over this private road. Davey inquired if Wakefield Township needs to make a recommendation on this project. No action taken by the Wakefield Township Board.

B. Stalboerger gave an update on the Sportsman's Park research. A septic inspection was performed by Watab, Inc. at the Sportman's Ball Park to find out if the septic would be certifiable. An inspection was found to be unfavorable. A well test has been ordered but results have not been received back yet. The Board discussed holding another meeting with Vern Salzl, Bob Mueller and Wayne Kron to revisit

possible outcomes. The group reviewed an approximate cost on improvements necessary if the township would accept the gift of the park donation to the township. The Board reviewed ideas of other civic organizations that may have an interest in the park or addition

-Stalboerger reviewed a Planning & Zoning seminar offered by the Minnesota Association of Townships at the MAT Offices in St. Michael on October 1, 2019 and requested Board approval of attendance for the Wakefield Township Planning Commission.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE WAKEFIELD TOWNSHIP PLANNING COMMISSION ATTENDANCE AT THE MAT PLANNING & ZONING SEMINAR ON OCTOBER 1, 2019 AT THE MINNESOTA ASSOCIATION OF TOWNSHIP OFFICE AT A PRICE OF \$40/PERSON. MOTION CARRIED 3-0.

FIRE DEPARTMENT UPDATE

A. Willenbring stated that the Chain of Lakes Fire & Rescue District has not met since the last meeting.

B. Willenbring reported that an invoice has been received for 2018 from the City of Cold Spring for Fire Protection. Stalboerger reviewed the invoice, according to the contract formula, and found that the invoice was incorrectly calculated as a result of using Total Market Value instead of Market Value of Taxable and Non-Taxable Structures as stated in the contract; resulting in an invoiced amount of \$54,270.50. Willenbring visited Brigid Murphy's office to discuss the overcharged invoice. Murphy stated that there was not a "meeting of the minds" with regard to the contract negotiations. Stalboerger was directed to contact Wakefield Township Attorney, Bob Ruppe. The Board reviewed Ruppe's opinion on this matter.

MOTION BY WILLENBRING SECONDED BY GARDING TO PAY THE CITY OF COLD SPRING FOR 2018 FIRE PROTECTION IN THE AMOUNT OF \$50,688.53 ACCORDING TO THE CURRENT CONTRACT FORMULA; FURTHERMORE, TO INCLUDE A LETTER EXPLAINING THE DIFFERENCE OF PAYMENT VERSUS INVOICED AMOUNT AND TO SEND A COPY OF THE DOCUMENTATION TO THE COLD SPRING MAYOR AND CITY COUNCIL MEMBERS. MOTION CARRIED 3-0.

TREASURERS REPORT

Frieler reviewed the balance sheet and profit and loss statement.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE AUGUST 1, 2019 TREASURERS REPORT WITH CORRECTIONS. MOTION CARRIED 3-0.

-Stalboerger is serving on the Stearns County Comprehensive Plan Steering Committee. This committee meets on a regular basis at the Wakefield Town Hall. Stalboerger discussed the option to be paid by Stearns County for a meeting stipend as well as mileage. The Board stated that Stalboerger should record the hours served on the Comp Plan Steering Committee as hours worked for the township as well as charging any mileage for the Comp Plan Steering Committee to Wakefield Township because her involvement is beneficial to the township and so as to avoid confusion about payment for overlapping commitments.

The Board reviewed the list of bills.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE JULY 24, 2019 AND AUGUST 1, 2019 LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. MOTION CARRIED 3-0.

ADJOURN/RECESS

MOTION BY GARDING SECONDED BY WILLENBRING TO ADJOURN THE MEETING AT 10:52 PM. MOTION CARRIED 3-0.

Respectfully Submitted,

WAKEFIELD TOWNSHIP

/s/Heidi M. Stalboerger, Clerk

/s/Cyril Erkens, Chairman