

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
AUGUST 3, 2023, 7:00 PM
22295 FROSTVIEW ROAD, COLD SPRING MN 56320

1. The meeting was called to order and Pledge of Allegiance led by Town Chair John Willenbring. Supervisors present: John Willenbring, Dave Dold, Shawn Garding, Clerk Heidi Stalboerger, Treasurer Jerry Freiler, Deputy Clerk Addie Turkowski, Todd Menke, Sheriff Jon Lenz, Mark Stalboerger, Tony Terwey, Kyle Knudsen, Michael Williams, Wayne Turkowski, Vikki Dullinger
2. Open Forum: N/A
3. Approval of the Agenda and Consent Agenda: SUPERVISOR GARDING MOVED TO APPROVE THE AGENDA AND CONSENT AGENDA WITH THE ADDITION OF THE CATFISH FESTIVAL LIQUOR LICENSE APPROVAL REQUEST AND THE CANNABIS HEARING MORATORIUM. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

4. ***Consent Agenda:**

A. Monthly Meeting July 6, 2023

Recommendation: TO APPROVE THE MINUTES OF THE JULY 6, 2023, MONTHLY MEETING AS PRESENTED.

B. Continued Monthly Meeting July 20, 2023

Recommendation: TO APPROVE THE MINUTES OF THE JULY 20, 2023, CONTINUED MONTHLY MEETING AS PRESENTED.

5. Sheriff Jon Lenz reviewed the July 2023 Wakefield Township call log. He added that the Sheriff's Department has included training on incorporation of the legalization of cannabis and will be watching closely at any ordinances/laws adopted by the county and at the township level.
- * Catfish Festival Liquor License Approval Request: The 2024 Catfish Festival is set for February 9-10th, and the liquor license was requested by Tony Terwey. The tournament will be held primarily in Munson Township, but part of the tournament will take place in Wakefield Township. SUPERVISOR DOLD MOVED AND SUPERVISOR GARDING SECONDED TO APPROVE THE TEMPORARY ON-SALE LIQUOR LICENSE FOR THE CATFISH TOURNAMENT SPONSORED BY THE RICHMOND FIRREFIGHTERS RELIEF ASSOCIATION ON FEBRUARY 9 – 10, 2024. MOTION CARRIED 3-0. THE OFFICIAL APPROVAL WILL READ "BE IT RESOLVED THAT THE COUNTY BOARD OF STEARNS COUNTY IS HEREBY AUTHORIZED TO ISSUE SUCH TEMPORARY ON-SALE LIQUOR LICENSE FOR THE SALE OF INTOXICATING LIQUORS WITHIN THIS TOWNSHIP AT THE WEST EDGE OF CEDAR ISLAND LAKE, HALFWAY BETWEEN HIGHWAY 22 AND CEDAR ISLAND LAKE ROAD WITHIN THIS TOWNSHIP FOR AN EVENT TO BE HELD ON FEBRUARY 9-10, 2024.
6. Broadband: Mike Williams from Stearns County gave the board an update on the installation of broadband in the county. He noted that the AARP funds have been successful in providing service to many areas from Midco, ARVIG, and Alumin. He provided a map of the unserved and underserved locations around Cold Spring and across Wakefield Township and Stearns County. Areas on the eastern edge of Wakefield will be completed in a future phase approval and completion. A broadband grant was received by the County, heavily due to the multijurisdictional cooperation. Additional grant rounds are forthcoming over the next two years as they pursue funds to complete broadband service. The commencement of the broadband upgrades are already taking place in the current construction season.
Cannabis Ordinance Hearing: Mike Williams added that Stearns County has a public hearing scheduled to review enacting an ordinance for cannabis use in public places, which will include all of Stearns County, including townships. Wakefield Township will consider a public hearing for the possible adoption of an Interim Ordinance

Authorizing a Study and Imposing a Moratorium on the Operation of a Cannabis Business through January 1, 2025, allowed by Minnesota State Statute.

6. 3rd Avenue SE – Five RFP’s were received and reviewed by City of Cold Spring Staff, John Stueve and Kris Dockendorf, as well as Clerk Stalboerger and Supervisor Willenbring. A recommendation was supported by both municipalities. SUPERVISOR GARDING MOVED TO ACCEPT THE 3RD AVENUE SE ENGINEERING PROPOSAL FROM THE WSB ENGINEERING FIRM AT A COST NOT TO EXCEED \$64,922 AS PROPOSED CONTINGENT UPON AGREEMENT WITH THE CITY OF COLD SPRING AND ATTORNEY REVIEW. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.
7. The Comprehensive Plan Amendment – Review of Planning Commission Recommendation was completed. SUPERVISOR DOLD MOVED TO APPROVE THE WAKEFIELD TOWNSHIP COMPREHENSIVE PLAN BE REPEALED AND THE STEARNS COUNTY 2040 COMPREHENSIVE PLAN BE ADOPTED AS THE COMPREHENSIVE PLAN FOR WAKEFIELD TOWNSHIP TO THE EXTENT THAT ITS TERMS ARE APPLICABLE TO WAKEFIELD TOWNSHIP. SUPERVISOR SECONDED. MOTION CARRIED 3-0.
8. Engineer Update – Clerk Stalboerger provided an update on the Seal Coat Voucher #1 as Kevin Kruger was not available. SUPERVISOR GARDING MOVED TO APPROVE PAY VOUCHER #1 FROM ALLIED BLACKTOP IN THE AMOUNT OF \$169,195.49, LEAVING \$8905.03 FOR RETAINAGE, AS PRESENTED BY WSB, INC.: FURTHERMORE, TO DIRECT THE CHAIRMAN TO SIGN SAID PAY VOUCHER #1. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.
9. Maintenance Update: Todd Menke
 - A. RCM, Hastings MN Air Patching cost is \$4,775 per load for 12 tons. Menke signed the contract and stated that the contractor will invoice the township for the amount that is used up to 6 tons.
 - B. Astech needs to update the bill for crackfilling as the bill is to be divided and shared with Luxemburg Township. The amount owed from Wakefield Township was \$26,742.50.
 - C. Truck update: Supervisor Dold signed the purchase agreement for \$148,120.97 for the Chassis and it has been ordered. The expected date of delivery is early 2025. There is approximately \$166,000 needed for attachments to be ordered. Further details and pricing will be coming.
10. Clerk/Planning and Zoning Update
 - A. Sportsman’s Park well update – we have received two estimates: Jennings Well Drilling priced at \$10,395, parts may need to be ordered. Wheels Water Service (Melrose) priced the well at \$9047.89 and have the parts and are ready to go. The current well was built in 1985. SUPERVISOR GARDING MOVED TO APPROVE WHEELS WATER SERVICE TO INSTALL A NEW WATER WELL FOR \$9047.89. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. The work is scheduled to be done by August 31st. Stalboerger completed the draft copy of the *Softball Park Management Agreement* for the Supervisors to review. Supervisor Garding added that the soil analysis was completed, and it looks good. Andy at WSB will have two different park plans to share in the future.
 - B. Planning Commission – Wally Backus is resigning from the planning Commission after 63 Years of service. SUPERVISOR DOLD MOVED TO ACCEPT THE VERBAL RESIGNATION FROM WALLY BACKES, THANKING HIM FOR HIS 63 YERS OF SERVICE TO WAKEFIELD TOWNSHIP: FURTHERMORE, TO DIRECT THE CLERK TO ADVERTISE FOR INTERESTED CANDIDATES TO FILL THE REMAINDER OF THE VACANT PLANNING COMMISSION POSITION. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.
 - C. Cannabis Hearing Moratorium –A public hearing will be scheduled on August 28, 2023 at 7:00 pm at the Wakefield Town Hall to consider adoption of an interim ordinance authorizing a study and imposing a moratorium on the operation of a cannabis business. Currently there is no state law and Stearns County policy dealing with the operation of a cannabis business. SUPERVISOR GARDING MOVED TO HOLD A PUBLIC HEARING FOR ADOPTION OF A MORATORIUM ON THE OPERATION OF A CANNABIS BUSINESS ON AUGUST 28TH AT 7:00PM AT WAKEFIELD TOWNSHIP HALL. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

11. Financial Report

- A. Jerry Frieler summarized the treasurer's report and list of bills. SUPERVISOR DOLD MOVED TO APPROVE THE AUGUST 3, 2023, TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE JULY 19, AUGUST 2, 2023, AND AUGUST 3, 2023, LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger added that the CD from Falcon has interest accruing. Stalboerger stated that all past Sportsman Park bills will need to be categorized as such to keep track of expenses in 2023 and summarize costs incurred for future budgeting on the park. The Board discussed CD amounts and expected expenses in 2024 and subsequent years.
- B. Treasurer Jerry Frieler added that he will resign soon, and the board needs to appoint a new treasurer. There was discussion on the position and Vikki Dullinger has announced her availability. The board will decide on the position. SUPERVISOR GARDING MOVED TO HIRE VIKKI DULLINGER AS THE WAKEFIELD TOWNSHIP TREASURER AS OF OCTOBER 1, 2023. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Wages will be discussed during employee review.

12. Fire Department

- A. Chain of Lakes Fire and Rescue – Supervisor Willenbring said they are waiting on a rescue truck and the department will have a family gathering.
- B. Cold Spring Fire Department has no update.

* Supervisor Dold asked the board about the possibility of broadcasting the Wakefield Township meetings on the Local Channel 10. He said camera equipment costs approximately \$2,000.

13. SUPERVISOR DOLD MOVED TO ADJOURN AT 10:12PM. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

Respectfully Submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Township Chair