

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
FEBRUARY 3, 2022, 7:00 PM
22295 FROSTVIEW ROAD
COLD SPRING, MN 56320

This meeting was conducted in person at the Wakefield Town Hall, 22295 Frostview Road, Cold Spring, Minnesota.

1. Monthly Meeting was called to Order and Pledge of Allegiance led by Town Chair Shawn Garding. 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 Jon Lentz, Kevin Kruger, WSB, Mark Stalboerger, Lori Gwain, Monica Kahout, Dawn and Kelly Refsland, Steve and Dawn Jensen, Dave and Mary Olson, Nic Gertken, Dave Olson, Marylou and Clyde Terwey.

2. Open Public Forum: no requests

3. Approval of the Agenda and Consent Agenda: WILLENBRING MOTIONED TO APPROVE THE AGENDA AND CONSENT AGENDA WITH THE FOLLOWING ADDITIONS: 6. C – Vacation Rentals, 6. D – Utility Permit Extension (Xcel), 6. E – Riverfield Streetlight Expansion Project Relief Request (Xcel). ERKENS SECONDED AND MOTION CARRIED 3-0.

4. ***Consent Agenda:**

A. Monthly Meeting January 6, 2022

Recommendation: TO APPROVE THE MINUTES OF THE JANUARY 6, 2022, MONTHLY MEETING AS PRESENTED.

B. Tri-County Humane Society Annual Contract

Recommendation: TO APPROVE THE TRI-COUNTY HUMANE SOCIETY CONTRACT AS PRESENTED.

5. Sheriff's Report – Captain Jon Lentz, presented the January 2022 Call Log

6. Land Use Requests:

A. Clerk Stalboerger presented the request from Barry Tipka, Richmond for a Minor Plat, Jazz Estates to allow for an additional building entitlement on a second parcel. The current parcel is approximately 3.36 acres in size. There are no issues with setback and driveway access. ERKENS MOTIONED TO APPROVE THE PRELIMINARY AND FINAL MINOR PLAT REQUEST OF JAZZ ESTATES ON PARCEL ON EDGEVIEW ROAD, RICHMOND, AS PRESENTED. WILLENBRING SECONDED. MOTION CARRIED 3-0.

B. 210th Street Ingress/Egress Permission Request from Dave Olson for Section 6.57.1.F. Clerk Stalboerger noted the storage restriction is a result of an agricultural building being used for commercial storage. There are no further plans for additional storage. WILLENBRING MOTIONED TO APPROVE THE REQUEST FOR THE CURRENT DRIVEWAY ON 210TH STREET TO SERVICE THE PARCEL FOR COMMERCIAL STORAGE IN AN AG BUILDING (SECTION 6.57.1F). ERKENS SECONDED. MOTION CARRIED 3-0.

C. Vacation Home Rental Community Concerns: Several Wakefield and Munson Township residents attended the meeting to express their concerns on homes being purchased and used as Vacation Rentals. Primary concerns of the group are the number of occupants, parties, noise, trespassing, traffic and parking, and language. She noted that Munson Township will be conducting a study and has passed a moratorium on new Vacation Home Rentals in the township. The group requested that the Wakefield Township Board be proactive and make an educated

decision on this issue to study and update the current ordinance. Other concerns related to vacation home rental companies are pricing out local buyers and that absentee property owners are a concern. Clerk Stalboerger read a letter from a Munson Township resident highlighting similar concerns. Stearns County is allowing the townships to adopt more restrictive performance standards if townships wish to enforce additional controls.

Chair Shawn Garding thanked the residents for expressing their concerns. SUPERVISOR WILLENBRING MOTIONED TO PLACE A 12 MONTH MORATORIUM ON VACATION HOME/PRIVATE HOME RENTALS UPON ATTORNEY REVIEW, LAND USE AND ZONING ORDINANCE SECTION 6.62, AND TO DIRECT THE CHAIRMAN AND CLERK TO SIGN THE RESOLUTION AND ORDINANCE. SECONDED BY ERKENS. MOTION CARRIED 3-0.

Note: A permit has already been requested at 18902 County Road 49 for a vacation rental. The Board directed the Clerk to request that the county only allow a one-year permit to ensure compliance with any newly updated performance standards following the 12-month moratorium for a study period.

D. Utility Permit Extension, 2021-013 Fireside Road and County Road 2, requested by Xcel Energy citing parts delay on . WILLENBRING MOVED TO EXTEND UTILITY PERMIT #2021-013 UNTIL APRIL 30, 2022 AS REQUESTED. ERKENS SECONDED. MOTION CARRIED 3-0.

E. Riverfield Streetlight Expansion Project Utility Permit Relief Request from Xcel Energy. Xcel Energy has requested the permit fee of \$250 be waived since the township is the applicant for a street light expansion project. SUPERVISOR ERKENS MOTIONED TO WAVE THE \$250 UTILITY PERMIT FEE FOR THE RIVERFIELD STREETLIGHT EXPANSION PROJECT. WILLENBRING SECONDED. MOTION CARRIED 3-0.

7. 2022 Board of Audit

Supervisor Garding recessed the Wakefield Town Board Meeting to conduct the 2022 Board of Audit, reviewing bills, and payments for 2021. WILLENBRING MOVED AT 8:50PM TO CLOSE THE BOARD OF AUDIT AND ACCEPT FINDINGS WITH CORRECTIONS TO BE POSTED AND REPORTED AT THE MARCH 8, 2022 ANNUAL MEETING. ERKENS SECONDED. MOTION CARRIED 3-0.

8. Engineer Update – Kevin Kruger, WSB.

A. 2022 Road Improvements – Fairway Circle: Final plans will be prepared for Board review and approval, with bidding to follow.

B. Horseshoe Road: WSB is in process of clarifying property line for road easements and will be prepare for Board to request approval from the homeowners.

9. Maintenance Department Update – Todd Menke noted that he is keeping up with the snow plowing. Residents have expressed that Todd is doing a great job.

10. Clerk/Planning and Zoning Update – Heidi Stalboerger

A. Latzka Duplex Update: Completed building permit and payment received.

B. Sportsman’s Park Update: Three estimates have been received for soil testing The Board is reviewing. The DNR has matching grant funds available on an annual basis for parks. The Board will review the soil estimates at the March meeting.

C. Levy 2023: The Board discussed the levy and is recommending adding categories under the General Fund for equipment and parks. The Board continues to prioritize funding for road maintenance. The Board will finalize the Levy recommendation at the March monthly meeting.

11. Financial Report

The Board reviewed the financial report and list of bills. ERKENS MOVED TO APPROVE FEBRUARY 3, 2022, TREASURER’S REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE JANUARY 19, 2022, FEBRUARY 2, 2022, AND FEBRUARY 3, 2022, LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. WILLENBRING SECONDED. MOTION CARRIED 3-0.

Respectfully submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/Shawn Garding, Chairman