

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
JUNE 1, 2023, 7:00 PM
22295 FROSTVIEW ROAD, COLD SPRING, MN 56320

1. Monthly Meeting was called to order and pledge of allegiance led by Town Chair John Willenbring. Supervisors present: John Willenbring, Shawn Garding, Dave Dold; also present: Clerk Heidi Stalboerger, Deputy Clerk Addie Turkowski, Todd Menke, Kevin Kruger – WSB, Mark Stalboerger, Jon Stueve, Fran Ramler, Bob Killmer, Mike Fall, Kris Dockendorf, Kyle Knudson.
2. Open Public Forum: Bob Killmer thanked the Wakefield Township Board for supporting his donation of ten blue bird houses that he posted in the Softball Park. They are 100% nested already with Blue Birds, Chickadees, tree swallows, and Wrens. He showed the design his wife created. The Board thanked him for his donation.
3. SUPERVISOR GARDING MOVED TO APPROVE THE AGENDA AND CONSENT AGENDA. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

4. ***Consent Agenda:**

 A. Monthly Meeting May 4, 2023

Recommendation: TO APPROVE THE MINUTES OF MAY 4, 2023, MONTHLY MEETING AS PRESENTED.

5. Sheriff's Report – N/A

6. Wocken Property – Administrative Subdivision: Attachment & Residual Parcel

A. Clerk Stalboerger referred the Board to the Staff Report on the Wocken subdivision request for the property at 16163 County Road 49, Cold Spring, MN. The request is for an Administrative Subdivision, Attachment and Residual Parcel. The Board reviewed the survey of the proposal which attaches Tract A from current 36.23834.0000 on the east side of County Road 49 to 36.23748.000, Tract C, and leaves the residual of 36.23834.0000 on the west side of county Road 49 as Tract B. Tract A and Tract C properties are currently separated due to a section line, but not to be sold separately.

B. SUPERVISOR DOLD MOTIONED TO CONCUR WITH THE PLANNING COMMISSION AND RECOMMEND APPROVAL TO STEARNS COUNTY ENVIRONMENTAL SERVICES AND SUBMIT A CERTIFICATE OF COMPLIANCE FOR ADMINISTRATIVE SUBDIVISION REQUEST FOR PAUL WOCKEN, MARK WOCKEN, JOAN GORDON AND MARY SCHWIEZER, 16163 COUNTY ROAD 49, COLD SPRING, MN 56320, PID 36.23748.0000 AND PID 36.24834.0000. SUPERVISOR GARDING SECONDED THE MOTION. MOTION CARRIED 3-0. Clerk Stalboerger will forward a Certificate of Compliance to Stearns County and the Applicant/Agent.

7. Engineer Update – Kevin Kruger

A. Two quotes for the crack fill project were submitted and reviewed. SUPERVISOR GARDING MOTIONED TO AWARD ASTECH THE CRACK FILL PROJECT AT \$26,255, SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. They will begin the seal coating late in June. Allied Blacktop currently has a proposed start date for the chip seal project to be mid to late June.

B. 3rd Ave SE (Line Road with City of Cold Spring) – Members of the Cold Spring City Council attended the Wakefield Township Board Meeting to discuss shared road maintenance. Jon Stueve, Fran Ramler, Mile Fall, and Kris Dockendorf attended on behalf of the City of Cold Spring. They shared their concern on the initial Engineers estimate from Wakefield Township pricing of 3rd Ave SE since this estimate does not include the same items in the estimate from the Cold Spring Engineers estimate. City of Cold Spring stated that they would like to send out Request for Proposals (RFP's) for Engineering on the project. While the City of Cold Spring would like the project to take place in 2023, they understand that more planning is required before the project can begin. Jon Stueve agreed that this project needs to happen, the RFP must have the same specs and be open to all contractors. He agreed that the design, a nine-ton road, testing, inspections are necessary but needs to bring the details to the Cold Spring City Council. The City of Cold Spring agreed to take the lead on the project and send out RFP's. The City of Cold Spring has received several requests from residents for a bike path along this road and feel it is important to be an addition on the project. Jon Stueve added that it is too late in this

season for this project to be completed this year. Kruger noted that the road is patched, and the group agreed that the patches seem to be holding well. Supervisor Willenbring stated that we need to do the project right, we need to work with an engineer and detailed specs for bidding in early 2024 and project construction in summer 2024. The group agreed that Wakefield and the City of Cold Spring need to agree on the proposal and project details. Kevin Kruger added that since the project is now scheduled for 2024, researching grants that might relate to this project is an option, such as Safe Routes to School. Cold Spring City Council will meet to identify the description project and scope of work. Kruger stated that if contractors are bidding on multiple projects in the area, a better price or reduced mobilization price may result. Wakefield Township plans to reconstruct 241st Street and 158th Avenue in 2024.

The Board discussed the plan for the reconstruction of 241st Street and 158th Avenue. SUPERVISOR DOLD MOVED TO APPROVE DESIGN BY WSB FOR 158TH AVENUE AND 241ST STREET. SUPERVISOR GARDING SECONDED. MOTION PASSED 3-0.

The Board discussed adding alternate projects in 2024 but decided not to add 178th Avenue, Fieldcrest Road and Fieldgate Drive at this time. The group discussed tree trimming in spring of 2024, which must be completed April 1, 2024, with the new restrictions on tree trimming related to the Long-Eared Bat restrictions.

8. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman’s Park: Boy Scout update: Supervisor Garding met with Aiden Sorenson from the Boy Scouts to potentially do some Boy Scout projects such as removing brush, cleaning fence lines and areas behind the shed.

Septic System Update: Tim Haag from Watab Septic recommends a double tank, 10x20 in a 400 square foot drain field on a mound system. The tank will go straight from the building. Drawing should be ready early July and hopefully have some pricing by August. The plan is to keep the concession menu simple. A batting cage will be added. A sprinkler system review is coming. The game field is green.

Softball Park Management Agreement: Supervisors have not had a chance to review all details, Supervisor Willenbring suggested they review other area contracts and highlight items that they would like to add to a Management Agreement for future discussion.

Committee Meeting May 30, 2023, discussed several possibilities: disc golf area, additional ball field, a sledding hill, fishing pier, kayak and canoe launch, bike trail (unpaved), multi-use trails, and a community building to mention a few. The Board discussed if it would be possible to connect a bike path to other upcoming area parks. Most of the current buildings, if not all, need updates, maintenance and repair or to be removed. ***A Public Open House for the Sportsman Park will be held on June 28th 4:30-6:30 at the Wakefield Town Hall. They will review concept plans for Sportsman Park and seek feedback.*** Clerk Stalboerger will publish.

Garding contacted the St. Joseph City Administrator, who may have stadium lighting for the B ball field. Clerk Stalboerger has submitted information regarding adding buildings and land to the MATIT insurance policy for the Sportsman Park.

B. Stearns County Commissioners Public Hearing – Ordinance Updates: Stearns County will be holding a public hearing and meeting to update items from the Stearns County Ordinance. Supervisor Willenbring expressed concern for the elimination of language regarding Residential Accessory Structures exterior design. Clerk Stalboerger will attend the June 6th meeting at 9:00am on the township's behalf.

C. Bill & Teresa Trout have requested a Construction Site Permit Extension on their permit which they received 18 months ago in 2021. A deck 24x12 was included in the permit but was not completed. SUPERVISOR GARDING MOVED TO EXTEND A 6-MONTH CSP THROUGH NOVEMBER 1, 2023, FOR BILL AND TERESA TROUT, 260TH STREET. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

D. Audit Update: This should be completed soon. Upon completion, Molly Thompson, Schlenner Wenner will attend a meeting and present the audit findings.

Clerk Stalboerger requested to set up automatic payments on predictable monthly payments that are routine to avoid late payment fees. Supervisor Willenbring said monthly review of the list of bills and credit card statements will be sufficient. The Board approved the request.

9. Maintenance Update – Todd Menke

A. Gravel Estimates – Menke contacted Knife River to purchase 2100 ton of Class 1 gravel at \$4.75/ton. Menke received two proposals for gravel hauling and placement. SUPERVISOR GARDING MOVED TO ACCEPT THE BID FROM TS DIRT WORKS TO GRAVEL 163rd AVE, 178th AVE, HORSESHOE, AND HUNTER ROADS FOR \$7,770.00. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

B. Air Patching: SUPERVISOR GARDING MOVED TO APPROVE BILL BERTRAM TO COMPLETE AIR PATCING FOR \$5,300 FOR SEVEN TONS. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. This is scheduled for the second week of July.

C. Plow Truck Pricing: Trucks can be leased for five years, but the price for leasing is at a premium, not cost effective, and many have extras that this township does not need. Menke reviewed several possibilities and noted that 2024 trucks are now being ordered to build. Menke suggested we enter into a purchase agreement now to be assured for a truck delivery in 2025, (or end of 2024). Supervisor Willenbring recommended that the township purchase a truck now rather than leasing it. SUPERVISOR GARDING MOVED TO ORDER A NEWLY BUILT MAC SNOWPLOW TRUCK, WITH SNOW PLOWING EQUIPMENT AND ACCESSORIES FOR A COST UP TO \$327,000, BASED ON ESTIMATES PRESENTED BY MENKE. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. The group discussed selling the old snowplow once a new truck is received.

10. Financial Report:

A. Treasurer’s Report and List of Bills: Stalboerger presented two additional invoices from Gold Star Landscaping, invoice #387 in the amount of \$920 and invoice #416 in the amount of \$1800, both for mowing and yard work at Sportsman’s Park.

SUPERVISOR DOLD MOVED TO APPROVE THE JUNE 1, 2023, TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE MAY 10, MAY 24, 2023, AND JUNE 1, 2023, LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER WITH THE ADDITION OF THE TWO INVOICES FROM GOLD STAR LANDSCAPING. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

11. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue: Supervisor Willenbring reported that there were 19 calls for May. They received \$500 for used extraction equipment and paid \$52,591 for a new rescue truck. It will need some custom work and they are requesting donations for specific items. River of Life has repaired their alarm system. The fire department is discussing how to prioritize emergency calls.

B. Cold Spring Fire Department – No Update

- Supervisor Dold gave an update of a Legal Seminar he attended with two of the Wakefield Township Planning Commissioners.

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

Respectfully Submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Township Chair