

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
JUNE 2, 2022 7:00 PM
22295 FROSTVIEW ROAD
COLD SPRING, MN 56320

1. Monthly Meeting Called to Order at 7:00pm and Pledge of Allegiance led by Supervisor John Willenbring. Board members present: Supervisor John Willenbring, Supervisor Shawn Garding, Clerk Heidi Stalboerger, Treasurer Jerry Frieler, Deputy Clerk Addie Turkowski. Board members absent: Cyril Erkens Others present: Todd Menke, Kevin Kruger WSB, Captain, Jon Lentz, Mark Stalboerger, Lisa Demuth, Jeff Howe, Deb Sorenson, Cheryl Foster, Eric and Kirsten Bochartd.

2. Open Public Forum: None requested

3. Approval of the Agenda and Consent Agenda: Add to the agenda: 10G. ARPA, and 10H. Nexamp Community Solar. SUPERVISOR GARDING MOVED TO PPROVE THE AGENDA WITH ADDITIONS AND CONSENT AGENDA. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 2-0.

4. ***Consent Agenda:**

A. Monthly Meeting May 5, 2022

Recommendation: TO APPROVE THE MINUTES OF THE APRIL 7, 2022, MONTHLY MEETING AS PRESENTED.

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

6. Legislative Update – Representative Lisa Demuth and Senator Jeff Howe
Representative Lisa Demuth and Senator Jeff Howe updated the membership on the outcomes of the 2022 legislative session.

7. Cheryl Foster, Wakefield Township Assessor - County Board of Appeal and Equalization Update

A. Charley Point LLC: 36.24355.0003, Cheryl Foster presented an update that the property owner requested to attend the County Board of Appeal and Equalization without attending the Local Board of Appeal and Equalization stating that he did not receive timely notice. The County Board of Appeal and Equalization denied his request.

8. Engineer Update – Kevin Kruger, WSB

A. 2022 Road Improvements - Fairway Circle has several driveways holding water. The engineer will research and review possibilities of road improvements within the road right of way to fix drainage concern. Supervisor Garding recommended a letter to affected residents regarding the extent of the improvements and payment for improvements outside of the right of way. Kruger is also working with the County to determine the project extension in the County Road 83 and Highway 23 right of way. A Haul Route approval letter needs to be obtained from Stearns County if County Road 83 will be used as a haul route for heavy equipment. Kruger is working with MnDOT about the preservation of the Conflict Intersection Warning System pads on Fairway Circle. Kruger stated that the representative from MnDOT informed him that the system is not working the way they had hoped, and they are researching alternatives. Preconstruction meeting in June and construction will begin after July 4, 2022.

B. River of Life Construction Project Fees: Engineer will have ongoing oversight on this project. WSB will invoice Wakefield Township and Treasurer Frieler will track costs. The Construction Site Permit fee for the project was \$3,430.50. SUPERVISOR GARDING MOVED TO USE \$1,000 TO COVER WAKEFIELD TOWNSHIP COSTS/CONSTRUCTION SITE PERMIT AND \$2,430.50 WILL BE HELD IN ESCROW TO BE USED FOR PROFESSIONAL EXPENSES, INCLUDING ENGINEER OVERSIGHT; FURTHERMORE, WAKEFIELD TOWNSHIP WILL BEGIN TO INVOICE RIVER OF LIFE FOR PROFESSIONAL PASS-

THROUGH EXPENSES AFTER INCURRING THE FIRST \$2,430.50 FOR SAID FEES. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 2-0.

C. Future Road Improvement Projects- Kevin Kruger provided a map of potential future road construction for future improvements. Early estimates from WSB are \$207,772.02. The seal coat project is a priority and the Board plans to request bids early 2023.

9. Maintenance Department Update – Todd Menke: Add Firefly Road to list of roads needing black topping and crack filling. Dust control on roads completed. Eight trees fell with windy weather and minimal damage with rain. Menke repaired a plugged culvert on Emerald Hill Road. Road 260th Patch (line road with Collegetown Township) – 210 feet completed with patching. The total cost is \$6,250, half to Wakefield Township is \$3225 with Collegetown funding the other half. Dan Calhoun, Murphy Granite will give work with Menke to improve the Wakefield Township Sign.

10. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman’s Park –Deed has been recorded. SUPERVISOR GARDING MOVED TO ACCEPT RESOLUTION 2022-007, THE DONATION OF SPORTSMAN PARK TO WAKEFIELD TOWNSHIP. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 2-0. Two estimates for parcel survey of Sportsman Park have been received. SUPERVISOR GARDING MOVED TO AWARD SURVEY BID OF SPORTSMAN PARK TO O’MALLEY & KRON AS PRESENTED. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 2-0.

B. Vacation/Private Home Rental (VHR) Moratorium –The Planning Commission has been studying the VHR policy. Stalboerger reviewed the meeting minutes of the Planning Commission meeting and proposed ordinance updates. Eric Bochart spoke to the board about his recent purchase of a property on Edgehill Circle, with the intent to rent on a limited basis when not used personally as a vacation rental to offset purchase costs. He requested that his situation and be considered in the VHR study.

C. The Planning Commission plans to hold a public hearing on July 7, 2022 at 6:00 pm regarding Vacation/Private Home Rental. The Planning Commission will present an amendment to the Land Use and Zoning Ordinance and upon publication of changes, recommends that the moratorium be lifted.

D. Cold Spring Planning Commission has invited Wakefield Township to a Transportation Plan Meeting on June 22, 2022 at 6:30 pm at the Cold Spring City Hall. Supervisors Erkens, Garding and Willenbring plan to attend as well as Clerk Stalboerger and Planning Commissioners Dierkhising and Backes.

E. Joint Meeting will be held with Planning Commission on June 28, 2022. The Town Board will have a quorum present, and the guest speaker will be Angie Berg.

F. Election Judge and Training Update - 22 people have responded to the newsletter’s recruitment efforts. Fourteen have been confirmed and training will be early summer.

G. ARPA has a new system. Stalboerger reviewed the process of administration and will need additional paperwork signed by the acting Chairman.

H. Nexamp Community Solar was discussed. A link was provided to the Supervisors to research the possibility of enrolling in the program.

11. Financial Report –

A. Treasurer’s Report and List of bills: SUPERVISOR GARDING MOVED TO APPROVE THE JUNE 2, 2022 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE MAY 11, 2022, MAY 25 2022 AND JUNE 2, 2022 LIST OF RECEIPTS, PAYMENTS, AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 2-0.

B. Audit Field Work rescheduled to the week of June 6, 2022

12. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue – fourteen calls in the past month, charitable gambling will begin at Jerry’s Pub and Grill.

B. Cold Spring Fire Department – No update

-Supervisor Willenbring inquired about the front doors of the building sticking and directed staff to contact the installer to have adjusted or investigate the problem.

-A small group will meet at Sportsman's Park to identify the study area for soil testing. Stalboerger, Garding, Planning Commissioners Dierkhising and Backes will meet with Engineer Kruger onsite on June 10, 2022 at 8:00 am.

13. SUPERVISOR GARDING MOVED TO ADJOURN AT 9:18. SUPERVISOR WILLENBRING SECONDED.
MOTION CARRIED 2-0.

Respectfully submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Acting Chairman