

WAKEFIELD TOWNSHIP MINUTES
22295 FROSTVIEW ROAD, COLD SPRING MINNESOTA
QUALIFICATION MEETING MARCH 18, 2026 6:30PM

Chairman Dave Dold called the Wakefield Qualification Meeting to order at 6:30 pm at the Wakefield Town Hall, 22295 Frostview Road Cold Spring, Minnesota. Board members present were Dave Dold, John Willenbring, Glen Stalboerger, Todd Menke, Treasurer Cathy Backes and Clerk Heidi Stalboerger.

MOTION MADE BY SUPERVISOR STALBOERGER SECONDED BY SUPERVISOR WILLENBRING TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED 3-0.

SWEARING IN NEWLY ELECTED OFFICERS

Dave Dold was presented with a Certificate of Election on March 18, 2026 and took the oath of office as Supervisor for a three-year term.

SELECTION OF TOWN BOARD OFFICERS

MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO NOMINATE JOHN WILLENBRING AS CHAIR OF THE WAKEFIELD TOWNSHIP BOARD OF SUPERVISORS. MOTION CARRIED 3-0.

MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR WILLENBRING TO NOMINATE GLEN STALBOERGER AS VICE-CHAIR OF THE WAKEFIELD TOWNSHIP BOARD OF SUPERVISORS. MOTION CARRIED 3-0.

SCHEDULE FOR THE TOWN BOARD AND PLANNING COMMISSION MEETINGS

MOTION MADE BY SUPERVISOR STALBOERGER SECONDED BY SUPERVISOR DOLD TO APPROVE THE WAKEFIELD TOWNSHIP BOARD & PLANNING COMMISSION MEETING SCHEDULE FOR 2026-MARCH 2027 AS PRESENTED. MOTION CARRIED 3-0.

OFFICIAL POSTING PLACE

MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO APPROVE THE WAKEFIELD TOWN HALL, 22295 FROSTVIEW ROAD, COLD SPRING AS THE OFFICIAL POSTING PLACE. MOTION CARRIED 3-0.

OFFICIAL NEWSPAPER

MOTION MADE BY SUPERVISOR STALBOERGER SECONDED SUPERVISOR DOLD TO APPROVE THE COLD SPRING RECORD AS THE OFFICIAL NEWSPAPER FOR THE PUBLICATION OF TOWNSHIP NOTICES, NOTING THAT THE COLD SPRING RECORD IS A REGISTERED LEGAL PUBLICATION IN THE STATE OF MINNESOTA. MOTION CARRIED 3-0.

TOWN DEPOSITORY

MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO DESIGNATE THE STATE BANK OF COLD SPRING, COLD SPRING MINNESOTA AND FALCON NATIONAL BANK, RICHMOND MINNESOTA AS THE OFFICIAL DEPOSITORIES FOR WAKEFIELD TOWNSHIP FUNDS; FURTHERMORE, TO

ADD GLEN STALBOERGER AS THE VICE-CHAIR TO THE BANK(S) SIGNATURE CARDS FOR ALL ACCOUNTS AT BOTH FINANCIAL INSTITUTIONS HEREIN REFERENCED. MOTION CARRIED 3-0.

USE OF LEVY FUNDS

MOTION BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO APPROVE RESOLUTION #2026-003, RESOLUTION TO SET THE FINAL 2026 LEVY FOR COLLECTION IN 2027, IN THE AMOUNT OF \$1,567,000 AS AUTHORIZED BY THE ELECTORS OF WAKEFIELD TOWNSHIP AT THE MARCH 10, 2026 ANNUAL MEETING. MOTION CARRIED 3-0.

COMPENSATION FOR TOWN OFFICERS

MOTION MADE BY SUPERVISOR STALBOERGER SECONDED BY SUPERVISOR DOLD TO APPROVE COMPENSATION FOR THE FOLLOWING TOWNSHIP POSITIONS EFFECTIVE AS OF APRIL 1, 2026:

SUPERVISORS MEETING FEE	\$150
SUPERVISORS HOURLY RATE	\$ 25
PLANNING COMMISSIONERS MEETING RATE	\$125
PLANNING COMMISSIONERS HOURLY RATE, SITE VISIT	\$ 25
ELECTION JUDGES	\$ 20
HEAD ELECTION JUDGES	\$ 25
MILEAGE-CURRENT FEDERAL RATE (all township business)	\$ 0.725
CLERK-AS PER RATE SET AT EMPLOYEE REVIEW	
DEPUTY CLERK HOURLY RATE	\$ 25
DEPUTY CLERK MEETING RATE	\$125
TREASURER-HOURLY RATE MINIMUM-SET AT EMP REV	\$ 30
DEPUTY TREASURER HOURLY RATE	\$ 25
MAINTENANCE SUPERVISOR-AS PER RATE SET AT EMPLOYEE REVIEW	
PART-TIME/TEMPORARY SNOWPLOW OPERATORS	
AND TOWNSHIP MAINTENANCE	\$ 30
ANNUAL MEETING MODERATOR	\$100

DESIGNATION OF SUPERVISORS POSITIONS

The Board reviewed other outreach committees that require Board representation. Supervisor Dold stated that he would like to continue to serve on the Tri-City Cable TV Board. The Board agreed that a liaison for the Park Committee is necessary through 2026 and since Supervisor Willenbring is already serving in that role, he agreed to continue to serve as the Park Committee liaison. Supervisor Stalboerger agreed to serve as the Fire Department liaison, for both the Chain of Lakes Fire and Rescue District and the Cold Spring Fire Department. MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO APPROVE SUPERVISOR STALBOERGER AS THE FIRE BOARD(S) LIAISON, SUPERVISOR WILLENBRING AS THE PARK COMMITTEE LIAISON AND SUPERVISOR DOLD AS THE TRI-CITY CABLE TV BOARD LIAISON. MOTION CARRIED 3-0.

REIMBURSEMENT OF EXPENSES

MOTION MADE BY SUPERVISOR STALBOERGER SECONDED BY SUPERVISOR DOLD THAT MEALS WILL BE COMPENSATED BY REQUEST, ACCOMPANIED BY A RECIEPT. ALCOHOL IS NOT A REIMBURSEABLE EXPENSE AND SHALL NOT BE CONSUMED WHILE ENGAGED IN TOWN BUSINESS. MOTION CARRIED 3-0.

PROFESSIONAL & INDEPENDENT CONTRACTS

The Board reviewed contracts for Assessor, Building Inspector, Engineering. No action taken at this time.

FEE SCHEDULE

The Wakefield Township Fee Schedule has been recently reviewed and updated. The Board will continue to review the document as needed. *MOTION BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO ACCEPT THE WAKEFIELD TOWNSHIP FEE SCHEDULE AS PRESENTED. MOTION CARRIED 3-0.*

EMPLOYEE HANDBOOK

The Wakefield Township Employee Handbook was recently reviewed and update. The Board will continue to review the document as needed. No action taken at this time.

TOWN ORDINANCE AND RESOLUTION BOOK

MOTION BY SUPERVISOR DOLD SECONDED BY SUPERVISOR WILLENBRING TO ACCEPT THE TOWN ORDINANCE AND RESOLUTION BOOKS AS PRESENTED. MOTION CARRIED 3-0.

TOWN FINANCIAL REPORTING FORM

The town financial reporting form is due by June 30, 2026. Audit work is scheduled for the first week of April 2026.

UPCOMING TRAINING OPPORTUNITIES

The Board reviewed upcoming training opportunities. The Minnesota Association of Townships Spring Short Course is scheduled in St. Cloud on March 24, 2026. The Couri & Ruppe Legal Seminar is scheduled in Albertville on June 25, 2026.

LIST OF TOWNSHIP OFFICERS

The Clerk circulated an updated contact list of Town Officers, Planning Commissioners, Professionals and Contractors.

ADJOURN

MOTION MADE BY SUPERVISOR DOLD SECONDED BY SUPERVISOR STALBOERGER TO ADJOURN THE QUALIFICATION MEETING AT 7:36 PM. MOTION CARRIED 3-0.

Respectfully submitted,

Approved by:

/s/Heidi M. Stalboerger, Clerk

/s/John Willenbring, Chair