

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
MARCH 2, 2023 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 Town Chair Cyril Erkens. Supervisors present: Cyril Erkens, Shawn Garding, John Willenbring, others present: Clerk Heidi Stalboerger, Treasurer Jerry Frieler, Deputy Treasurer Kyle Knudson, Todd Menke, Deputy Clerk Addie Turkowski, Assessor Cheryl Foster, Donna Stone, Dave Dold, Sgt, Hoffman, Mark Stalboerger.

2. Open Public Forum: N/A

3. SUPERVISOR WILLENBRING MOVED TO APPROVE THE AGENDA AND CONSENT AGENDA. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

4. ***Consent Agenda:**

A. Monthly Meeting February 2, 2023

Recommendation: TO APPROVE THE MINUTES OF FEBRUARY 2, 2023 MONTHLY MEETING AS PRESENTED.

5. Sheriff's Report – Sergeant Hoffman Reviewed Wakefield Township calls for February 2023. He noted that they have been handing out fixit tickets versus violations on vehicles with faulty equipment. There were 31 traffic violations. Stearns County has hired a new deputy for parks and water oversight.

6. Cheryl Foster provided an assessment update. Foster reviewed values and noted that lake shore property values went down in 2023, but currently the market value of lake shore property is up. New construction is at \$7,681,318 which is a bit lower than last year. There were 24 lake-shore real estate sales last year and 30 residential. They will be utilizing a new real estate tax computer program system. Foster urged residents to pay attention to that MN property tax refund if increase is above 10%. Property values in Wakefield Township may have increased by more than 10%. Homeowners should check eligibility for a property tax refund and file for Minnesota Property Tax Refund.

7. Engineer Update: Kevin Kruger provided a written report to board.

A & B. 2023 Road Projects – Potential Project Cost: Supervisor Willenbring noted that a detailed cost estimate has not yet been received from the City of Cold Spring on 3rd Avenue SE. If the total project cost exceeds \$175,000, the municipal bidding laws will need to be followed (for both municipalities) as well as focusing on the total project area for additional permitting that may be necessary. Supervisor Willenbring stated that we need to stay aware of road projects included in our pavement management plan. Supervisor Garding recommended waiting to hear back from the City of Cold Spring with a detailed estimate to review before making decisions about the 3rd Avenue SE project. No action taken at this time. The group discussed the importance of following a conservative spending approach in 2023 so that the road and bridge fund is not depleted for the anticipated 158th Avenue and 241st Street project in 2024, estimated to cost \$615,000. The group discussed future road plans in 2025, which include 260th Street and 176th Avenue. Clerk Stalboerger will contact Collegeville Township to discuss 260th Street, a line road, and the possibility of grants for road project. Kruger, WSB, recommends roads and applications within the next three years:

178th Avenue overlay, estimated cost \$105,000

182nd Avenue reconstruction project, estimated cost \$90,000

Fieldcrest Road overlay, estimated cost \$115,000

Fieldgate Drive overlay, estimated to cost \$115,000

The Board discussed grouping projects together to save on mobilization costs.

Supervisor Willenbring recommended a traffic counter on Emerald Hill Road. The gravel portion of the road is approximately 2,400 feet in length. The Emerald Hill Road shape and pave project is estimated to cost about \$190,000. The Board will review the traffic count and weigh against the cost to pave the gravel portion of Emerald Hill Road.

The Board discussed tree removal efforts on 158th Street. Trees must be removed by March 1st due to Long Eared Bat nesting limitations and extinction. Wakefield Township will take care of tree removal which will reduce estimated project costs.

The Board discussed the approved Seal Coat project for 2023 and crackfilling.

8. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman’s Park – Softball Park Management Agreement Meeting – The Board reviewed copies of the Softball Park Management/Lease Agreement. Supervisor Garding has not had the opportunity to connect with Attorney Ruppe. Garding spoke with the Sauk Rapids Softball Ball coordinator regarding information on how they handle maintenance and concessions and will share with the group when he receives a contract to review. Supervisor Garding will also talk with the St. Augusta Park staff for more information. Requests are coming in for groups to make softball park reservations. Supervisor Willenbring said we need to keep this topic on the forefront. Supervisor Willenbring stated that now is the time to form the Sportsman Park Committee. The Board discussed committee membership and directed Clerk Stalboerger to be in contact with potential members. Supervisor Willenbring recommended a member of the Township Planning Commission be on the Sportsman Park Board with additional members from the community and a board size of five to seven members. Supervisor Garding recommended an odd number of members for the board. SUPERVISOR WILLENBRING MOVED TO APPROVE THE LIQUOR LICENSE FOR THE SOFTBALL ASSOCIATION. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

SUPERVISOR WILLENBRING MOVED TO LABEL THE SOFTBALL PARK RECREATION EQUIPMENT, SLIDE, AND SWINGSET, AS SURPLUS EQUIPMENT AND HAVE MENKE SELL IT. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

B. Election Update – March 14, 2023 will be the township election. Clerk Stalboerger and Deputy Clerk Turkowski will coordinate. Residents have been participating in absentee balloting. Early election voting will be Saturday, March 11th 10am – 12:00 noon and Monday, March 13th from 8:00am to 5:00pm at the Wakefield Township Hall. Information was published in the Cold Spring Record, posted at the Town Hall and on the website as well as listed in the Wakefield Township newsletter.

C. Proposed Levy is ready to be submitted to the Wakefield Township Electors at the Annual Meeting on March 14th at 8:00pm. SUPERVISOR GARDING MOVED TO ACCEPT THE PROPOSED LEVY TO BE SUBMITTED AT THE ANNUAL MEETING ON MARCH 14, 2023. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 3-0.

D. Newsletter was sent to all residents and should have been received around March 2nd. Stalboerger worked on the layout to ensure ease of reading with the Cold Spring Record staff.

E. Updated Line Road Agreements:

The Munson Township Line Road Agreement and the Luxemburg Township Line Road agreement, previously approved, have been received back with signatures from the respective township and are ready to be signed. The City of Cold Spring Line Road Agreement needs to be discussed further. The Board discussed adding roads to the agreement, and even though the City of Cold Spring does not wish to discuss additional roads, the Township is willing to discuss future changes and would be willing to update the contract at any time. Supervisor Willenbring stated that large development connection roads, such as roads surrounding North Point, will be added to the contract in the future when the connection is made, like Oster Point Road (south of River Links). The board recommended that the entire agreement should be reviewed every three years with the City

of Cold Spring. The Board directed Clerk Stalboerger to make changes to the contract to eliminate paying for maintenance on Hummingbird Lane, Patch Lake Circle and Patch Lake Road in addition to agree to review the contract every three years.

F. Mississippi Top Soil has changed ownership and would like to attend the Wakefield Township monthly meeting once the ownership is finalized for introductions.

9. Maintenance Update: Todd Menke noted that the skid-load tires have been installed, at a price of \$305 per tire, which is a qualified tire. There is a \$18.00 charge for tire disposal. Menke is researching information on pricing a replacement snowplow truck for Wakefield Township.

10. Financial Report

A. Treasurer's Report and List of bills: Treasurer Jerry Frieler noted that there is no bill yet from WSB and the motion should include payment to WSB. A few corrections were made to the report and report updated.

Recommendation: SUPERVISOR WILLENBRING MOVED TO APPROVE THE MARCH 2, 2023 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE FEBRUARY 15, MARCH 1, 2023 AND MARCH 2, 2023 LIST OF RECEIPTS, PAYMENTS, AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND DEPUTY TREASURER, INCLUDING A PAYMENT TO WSB, INC. MOTION CARRIED 3-0.

B. Falcon Bank would like to make a proposal on the options for banking. Clerk Stalboerger added that this information will be discussed at the upcoming Qualification Meeting. SUPERVISOR WILLENBRING MOVED TO AUTHORIZE BOTH THE STATE BANK OF COLD SPRING AND FALCON NATIONAL BANK AS OFFICIAL BANK DEPOSITORIES FOR WAKEFIELD TOWNSHIP. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

11. Fire Department: John Willenbring

A. Chain of Lakes Fire & Rescue – The team is conducting tactical practice training. More training is planned for the staff. The department has reserved on a truck but are waiting on pricing for 2024 trucks.

Recommendation is to stay with a purchase of a 2023 model as the pricing for the 2024 model is over budget. One firefighter returned their compensation voluntarily. The Relief Association contributed funds to purchase exercise equipment for the fire hall. They discussed a report on pension rates and some members now qualify. A false alarm policy is being developed as the fire department are receiving too many false alarms be caused by faulty sensors.

B. Cold Spring Fire Department – no update

12 .SUPERVISOR GARDING MOVED TO ADJOURN THE TOWNSHIP MEETING AT 9:17 PM. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 3-0.

Respectfully submitted,

Approved by,

Addie Turkowski, Deputy Clerk

John Willenbring, Township Chair