

**WAKEFIELD TOWNSHIP MINUTES
22295 FROSTVIEW ROAD COLD SPRING MINNESOTA
REGULAR BOARD MEETING MARCH 5, 2020 8:00PM**

Chairman Cyril Erkens called the Town Board Meeting to order at 8:00 pm and lead the Pledge of Allegiance. Board Members Present: Supervisors Cyril Erkens, John Willenbring, Shawn Garding, Clerk Heidi Stalboerger and Treasurer Jerry Frieler. Others Present: Mike Nielson, Todd Menke, Mark Stalboerger, Elizabeth Schramel and Karla & David Schramel.

APPROVAL OF THE AGENDA AND MINUTES

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE AGENDA AND CONSENT AGENDA AS PRESENTED. MOTION CARRIED 3-0.

A. Monthly Meeting Minutes February 6, 2020

MICHAEL SCHRAMEL SR. 1869 HOMESTEAD PRELIMINARY PLAT

Stalboerger reviewed the staff report and the preliminary plat map with the Board.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE MICHAEL SCHRAMEL SR. 1869 HOMESTEAD PRELIMINARY PLAT AND TO DIRECT THE CHAIR TO SIGN THE PLAT. MOTION CARRIED 3-0.

ENGINEER UPDATE

A. Nielson reported that the bids for the Frostview Road reconstruction project have been changed from March 4, 2020 to March 11, 2020 at 11:00 due to the required Army Corps of Engineers wetland permit, however, this should not delay the project completion date, anticipated before school begins in September. Quotes were obtained for cutting down the trees in the Frostview Road right of way; one from Barry's Western Tree Service \$,2950 and one from Carr's Tree Service \$2,225. Nielson recommended we award the quote to Carr's Tree Service and have them start on tree removal right away.

MOTION BY GARDING SECONDED BY WILLENBRING TO AWARD THE FROSTVIEW ROAD TREE REMOVAL TO CARR'S TREE SERVICE IN THE AMOUNT OF \$2,225. MOTION CARRIED 3-0.

B. Nielson held a meeting with Knife River and Kraemer Excavating to review the change order for the Island Lake Road project. No new evidence was received regarding the select granular measurement/weight dispute. Nielson contacted the State to find out if the change order price increase would be allowed with proper documentation. The State agreed that the change order would be reviewed with proper documentation. Nielson stated that he is confident that the amount listed on the contract is correct and recommended that the Board consider approval of the final pay application and close the project within the next month. The Board agreed that subcontractor Kraemer Excavating should be negotiating with/through Knife River, who signed the contract with Wakefield Township. Nielson will check on the final pay application.

MAINTENANCE SUPERVISOR UPDATE

A. Menke stated that the Ford muffler was repaired but the truck still needs new straps on the air tank and Menke recommended that the air tank be replaced at the same time as the straps to avoid retrofitting. The electric wiper motor was replaced on the Ford truck as well. Menke had electric wiper blades installed on the Int'l trucks.

B. Willenbring stated that he spoke with Rick Utecht from Luxemburg who would like the 200th Street line road agreement to remain as it is. The Board discussed revisiting the payment for gravel on the gravel portion of 200th Street. The Board agreed that a meeting with the Luxemburg Township Board may be beneficial to review the agreement again.

Menke inquired when spring weight restrictions would be instated and how to post some of the roads. The Board discussed dates for upcoming road restrictions and decided to post 7-Ton road signs during restrictions and 9-Ton road signs the remainder of the year on 200th Street. Menke was instructed to post 5-Ton road signs for spring road restrictions on all other roads (with the exception of the stretch of Island Lake Road to the pit entrance).

CLERK UPDATE

A. Stalboerger gave an update regarding the Northern Natural Gas Line Expansion project. The project is projected to follow current gas lines which are in the township. Minimal utility permits are expected to be minimal and will be addressed at a later time. This project is expected to be a 2021 project.

B. Stalboerger presented a draft letter of support to the Cold Spring Brewing expansion project and land acquisition from DM Dingmann Farms, LLC. The Board discussed the project and items requested in the letter. The Supervisors will further review the letter and call the clerk with additional changes before sending to the city. The letter is due to the city by March 24 or before.

C. The TKI Community Clean Up Day is scheduled for May 2, 2020. Stalboerger applied for SCORE grant funding for the sponsorship of the event, which is reimbursable. The Board agreed to support the community event through sponsorship and will approve the invoice in the list of bills.

D. Stalboerger gave an update of a report of the computer maintenance done earlier in the month. The computers in the office remain in satisfactory condition without issues, except for the computer in the clerk's office, which is showing signs of concern for the internal hard drive. The Board directed Stalboerger to obtain quotes for a new computer to replace the office computer and use the current computer as a backup.

E. The 2020 Qualification/Reorganization Meeting date can occur between March 18-April 1. The Board directed the Clerk to post the meeting date for Qualification Meeting on March 23, 2020 at 12:00 pm.

F. The Board reviewed the proposed 2021 Wakefield Township Levy by fund.

MOTION BY WILLENBRING SECONDED BY GARDING TO ENDORSE THE PROPOSED 2021 WAKEFIELD TOWNSHIP LEVY OF \$1,026,787 AT THE 2020 ANNUAL MEETING ON TUESDAY MARCH 10, 2020 AT 8:00 PM. MOTION CARRIED 3-0.

-Erkens gave an update of the Minnesota Township's State Capitol trip. Erkens highlighted information regarding solar farms/gardens, the life of the solar panels as well as cost for disposal of the panels in the decommissioning stage of the project.

FIRE DEPARTMENT UPDATE

A. Chain of Lakes: Willenbring reported that calendar fundraiser has raised \$12,800 to date. Chief Holthaus is making strides towards providing more detailed records on the department vehicles and updating standard operating guidelines. The Board is discussing the amount of pay/incentives for the firefighters for calls, trainings and meetings.

B. Cold Spring: No update available.

TREASURERS REPORT

B. Frieler reviewed the balance sheet and profit and loss statement with the Board.

MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE THE CORRECTED MARCH 5, 2020 TREASURERS REPORT; FURTHERMORE, TO APPROVE THE FEBRUARY 29,

2020, MARCH 4, 2020 AND MARCH 5, 2020 LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND DEPUTY TREASURER, PLUS A PAYMENT TO XCEL ENERGY FOR THE RIVERFIELD HOMEOWNERS ASSOCIATION. MOTION CARRIED 3-0.

ADJOURN/RECESS

MOTION BY WILLENBRING SECONDED BY GARDING TO ADJOURN THE MEETING AT 10:05 PM. MOTION CARRIED 3-0.

Respectfully Submitted,

WAKEFIELD TOWNSHIP

Approved by:

/s/Heidi M. Stalboerger, Clerk

/s/Cyril Erkens, Chairman