

**MINUTES**  
**WAKEFIELD TOWNSHIP BOARD MEETING**  
**MARCH 5, 2026 6:30 PM**  
**22295 FROSTVIEW ROAD, COLD SPRING, MN 56320**

**Call Meeting to Order:** Town Chair Dave Dold called the Monthly Meeting to Order at 6:30 PM and led the Pledge of Allegiance. Supervisors present: Dave Dold, John Willenbring, and Glen Stalboerger. Also in attendance: Clerk Heidi Stalboerger, Deputy Clerk Kris Whittlef, Treasurer Cathy Backes, Maintenance Todd Menke, Patrol Captain Jon Lentz, WSB Jeff Oliver, Assessor Cheryl Foster, Mark Stalboerger, Vicki Jungels, Jan Decker, Shawn Garding, Ray and Vonda Lucking, Adam Lucking, and Tim Krueger.

**Open Public Forum:** None

**Approval of the Agenda/Consent Agenda:** MOTION BY SUPERVISOR WILLENBRING SECONDED BY SUPERVISOR STALBOERGER TO APPROVE THE FEBRUARY 5, 2026, AGENDA AND CONSENT AGENDA (INCLUDING FEBRUARY 5, 2026 WAKEFIELD TOWNSHIP BOARD MEETING MINUTES AND THE FEBRUARY 19, 2026 SPECIAL MEETING MINUTES) AS PRESENTED. MOTION CARRIED 3-0.

**Stearns County Sheriff's Update:** Captain Jon Lentz gave a recap of February 2026 Calls.

**Engineer Update – Jeff Oliver, WSB:**

A. FIRESIDE ROAD AND WOODLAND HILLS - The contract documents for the Fireside Road Street Improvement Project are prepared and forwarded to the contractor for signature. Xcel has confirmed they will be doing the tree trimming, will work with the contractors and are obtaining permits. A Pre-Con meeting will be scheduled soon.

B. 3RD AVENUE SE - Cold Spring inquired about the possibility of moving ahead with the project as the next grant cycle for LRIP grant is due in 2027 for a 2028 award. The Board discussed the cost of the project as well as the amount of road for which the township has authority, being limited to half of the shared road. The Board discussed upcoming road projects and the road budget.

C. ROAD STANDARDS -

Oliver provided the draft Road Standards documents for the Board to review. He asked that the Board review and send questions or comments to him through the Clerk. The Board will review in April.

**Assessor Update – Cheryl Foster:**

Foster reviewed the 2026 Payable in 2027 assessment information for the 1700 parcels in Wakefield Township. Foster also distributed the 2026 Tax Capacity Rates, noting that Wakefield Township is at 21.9206%. Foster reviewed the new construction, the sales study and the total market value increase. The Local Board of Appeal and Equalization will be held at the Wakefield Town Hall on April 20, 2026 at 9:30 am.

**Clerk Update – Heidi Stalboerger:**

A. TIM KRUEGER – ADMINISTRATIVE SUBDIVISION: Krueger is requesting to split PID: 36.24005.0000 from one parcel containing just under 80 acres into two parcels containing 66.23 acres and 12.19 acres. Zoning Administrator Stalboerger reviewed Staff Report and survey, noting that the Applicant is seeking a Certificate of Compliance.

SUPERVISOR WILLENBRING MOVED TO APPROVE THE ADMINISTRATIVE SUBDIVISION: BUILDING SITE >10 ACRES AS PRESENTED; FURTHERMORE, TO DIRECT THE CLERK TO ISSUE A CERTIFICATE OF COMPLIANCE TO STEARNS COUNTY. SUPERVISOR STALBOERGER SECONDED. MOTION CARRIED 3-0.

**CHAIR RECESSES MEETING AND OPENS THE BOARD OF ADJUSTMENT AT 7:06.**

B. TREVOR LUCKING, RAYMOND LUCKING, ADAM LUCKING – VARIANCE - The Lucking's are requesting a variance from the Wakefield Township Land Use and Zoning Ordinance #7, Section 7.21.A to place a Recreational Vehicle (RV) on PID: 36.24460.0000 for more than 30 days in a calendar year; thus, resulting in the RV becoming the principal structure, which is less than 22' wide and with a ground floor square footage not meeting the 820 square feet minimum. Zoning Administrator Stalboerger reviewed the staff report, the Planning Commission recommendation of denial, the Planning Commission Findings of Fact questions, and the resolutions (for approval and denial) in draft form. The Board took comments from the Applicant. The Board reviewed the conditions in the drafted variance to approve the variance, specifically the condition that the RV can only be parked and used at the site annually from May 1 through September 30.

SUPERVISOR STALBOERGER MOVED TO APPROVE RESOLUTION NO. 2026-002A, RESOLUTION ACCEPTING VARIANCE WITH CONDITIONS, FOR PID 36.24460.0000, UPON ATTORNEY REVIEW. SECONDED BY SUPERVISOR WILLENBRING. MOTION CARRIED 3-0.

**CHAIR RECONVENS THE MONTHLY MEETING AT 7:23.**

C. ST. JAMES/JACOBS PRAIRIE LIQUOR LICENSE – Clerk Stalboerger reviewed the Temporary On-Sale Liquor License for the Sale of Intoxicating Liquors at St. James Parish Buildings and Parking Lot for and event on August 1<sup>st</sup> 2026.

SUPERVISOR STALBOERGER MOVED TO APPROVE THE TEMPORARY ON-SALE LIQUOR LICENSE FOR THE SALE OF INTOXICATING LIQUORS AT ST. JAMES CHURCH PARISH BUILDINGS AND PARKING LOT ON AUGUST 1, 2026 AS PRESENTED. SECONDED BY SUPERVISOR WILLENBRING. MOTION CARRIED 3-0.

D. NEWSLETTER 2026 – Clerk Stalboerger stated that the newsletter was sent out late last week and reviewed the articles.

E. ANNUAL ELECTION, ANNUAL MEETING AND BOARD OF CANVASS – Clerk Stalboerger reviewed the date and time of the election and meetings. Stalboerger also received inquiries for speakers at the meeting as well as a donation request. Attorney Bob Ruppe will be present at the meeting.

F. UPCOMING SEMINARS AND MEETINGS – Clerk Stalboerger reviewed the upcoming MAT Spring Short Course on March 24, the Couri Ruppe Legal Seminar in June and the Qualification/Reorganization meeting, which needs to be set following the contest period beginning March 18-March 30, 2026. The Board decided to hold the Qualification Meeting on Wednesday March 18<sup>th</sup> 2026, 6:30 PM, at Wakefield Town Hall.

**Maintenance Update – Todd Menke Update:**

A. EQUIPMENT UPDATE - Herdering Excavating purchased Ford Snow Plow truck for \$7,500. He would also like to purchase hooks from brush mower. The Board recommended that \$500.00 is a fair asking price for the JCB hooks for the brush mower.

Menke reviewed repair and maintenance on the 2006 International Snow Plow Truck for the plow cradle. John Willenbring discussed cracks on Glenwood Road.

**Treasurer's Report – Cathy Backes:**

A. LIST OF INVOICES AND TREASURERS REPORT - The Board reviewed the list of invoices and receipts for the month of February, 2026 as well as the monthly and year-end reports.

SUPERVISOR STALBOERGER MOVED TO APPROVE THE MARCH 5, 2026 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE FEBRUARY 11, FEBRUARY 25 AND MARCH 5, 2026 LIST OF PAYMENTS AND DISBURSEMENTS (COLLECTED FROM FEBRUARY 1-28, 2026), CHECK NUMBERS 20676-20712, AS PRESENTED BY THE CLERK AND TREASURER. SECONDED BY SUPERVISOR WILLENBRING. MOTION CARRIED 3-0.

The Board discussed any proceeds from the sale of the '97 Ford Snow Plow Truck \$7,500, the '97 Chevy daily driver \$3,500 as well as any proceeds from the sale of the brush mower hooks should be deposited into the equipment fund. Backes will transfer the funds.

B. MONTH END REPORTS - The Board reviewed the month-end reports and year to date.

C. PROPOSED 2027 LEVY DISCUSSION - The Board discussed the proposed 2027 levy amounts. Based on reports provided by the treasurer, non-levy revenue and past fund balances, the Board proposed adjusting the previously recommended amounts for the 2027 Proposed Levy. SUPERVISOR WILLENBRING MOVED TO RECOMMEND THE 2027 PROPOSED LEVY AMOUNT OF \$1,567,000.00, RATHER THAN THE PREVIOUSLY RECOMMENDED 2027 PROPOSED LEVY OF \$1,620,000 MADE BY SUPERVISOR WILLENBRING AT THE FEBRUARY 5, 2026 MONTHLY BOARD MEETING. SUPERVISOR STALBOERGER SECONDED. MOTION CARRIED 3-0.

**Fire Department Updates:**

A. CHAIN OF LAKES FIRE AND RESCUE DEPARTMENT – Supervisor Stalboerger reviewed the monthly calls for the month of February. Stalboerger gave an update of equipment and repairs. The department received a resignation. Stalboerger reviewed CD balances and donations.

B. COLD SPRING FIRE DEPARTMENT – The Board reviewed the recent meeting with the Cold Spring City Council to review the proposed contract, stating that the meeting went well. Clerk Stalboerger invited Representatives from the CSFD and COL to make presentations at the Annual Meeting.

**Sportsman’s Park Updates:**

A. FRIENDS OF THE WAKEFIELD TOWNSHIP SPORTSMAN’S PARK – Supervisor Willenbring reported that The group applied for non-profit status and are awaiting a response. Supervisor Willenbring is working with the Assessor’s Office to ensure the proposed language of the Quit Claim Deed language would allow tax exempt status if transferred to the Friends of the Wakefield Township Sportsman’s Park.

**General Questions and Comments from Board of Supervisors: None**

**Adjourn or Recess:** MOTION BY SUPERVISOR WILLENBRING, SECONDED BY SUPERVISOR DOLD, TO ADJOURN THE MEETING AT 9:09 PM. MOTION CARRIED 3-0.

Respectfully Submitted,

Approved by,

/s/Kris Whittlef, Deputy Clerk

/s/Dave Dold, Chair

**NOTE: Items listed in the Consent Agenda are acted upon without discussion and are all approved with a single motion. When the Town Chair calls for a motion on the Consent Agenda, the Board Members may ask to have an item removed from the list for discussion later on the agenda. This meeting may be recorded as an aid to the Clerk for minute taking purposes. The approved minutes are the official record of the township.**