

**WAKEFIELD TOWNSHIP MINUTES  
22295 FROSTVIEW ROAD COLD SPRING MINNESOTA  
REGULAR BOARD MEETING MARCH 7, 2019 8:00PM**

Chairman Shawn Garding called the Town Board Meeting to order at 8:00 pm and lead the Pledge of Allegiance. Board Members Present: Supervisors Shawn Garding, Cyril Erkens and John Willenbring, Clerk Heidi Stalboerger and Treasurer Jerry Frieler. Others Present: Mike Nielson, Todd Menke, Sgt. John Niemi, Jeff Kraemer, Ron Kraemer, Dave Dingmann, Mark Stalboerger, Dave Heinen and Brigid Murphy.

**APPROVAL OF THE AGENDA AND CONSENT AGENDA**

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

**STEARNS COUNTY SHERIFF UPDATE**

Sergeant John Niemi was present to give an update on recent calls in Wakefield Township.

**KB FARMS LLC AMENDED INTERIM USE PERMIT; GENERAL MINING**

Applicants Jeff Kraemer and Ron Kraemer were present to request an Amended Interim Use Permit for General Mining for the Dingmann Pit on Island Lake Road. The amended request includes the addition of 27.3 acres (total proposed mining limit) from portions of PID 36.23614.0000 (17.1 acres) and from PID 36.23521.0000 (10.2 acres). Stalboerger reviewed the Staff Report, Findings of Fact, Planning Commission recommendation as well as a draft Resolution with conditions. The Board discussed the berm and seeding. Kraemer will be hiring a landscaping company to seed the berm and a silt fence will separate the berm from residential property lines. Kraemer has proposed facilitating a meeting with the abutting property owners on site before the project begins. Mining in the expanded area will commence from the current mining location.

*MOTION BY WILLENBRING SECONDED BY GARDING TO ADOPT RESOLUTION NUMBER 2019-001, AMENDMENT TO RESOLUTION NO. 2018-004 GRANTING KB FARMS GENERAL MINING INTERIM USE PERMIT AND ACCEPTING FINDINGS OF FACT. MOTION CARRIED 2-0. ERKENS ABSTAINED DUE TO CONFLICT OF INTEREST.*

**ENGINEER UPDATE**

- A. Mike Nielson, WSB, stated that the 200<sup>th</sup> Street culvert plans are available. Quotes are scheduled to be opened on March 21, 2019. A completion date for the culvert work is expected by June 14, 2019. -MnDOT reviewed the 200<sup>th</sup> Street plans and specifications and authorized for bidding with no significant comments. Bids are expected to be opened in early April 2019.
- B. The chip seal advertisement for bids for approximately 15 miles of township roads was published on March 6, 2019 with a March 25, 2019 bid opening date scheduled.
- C. Nielson submitted a notice of application for the Local Road Improvement Program (LRIP) on behalf Wakefield Township for Frostview Road. The Minnesota Association of Townships (MAT) is lobbying for annual allotments specifically for township roads.

**2020 PROPOSED LEVY**

The Board discussed the 2020 Proposed Levy. The group reviewed the General Fund and questioned why the general fund is so under-funded. Frieler reviewed items that are categorized under the

general fund. The group discussed the audit fees as well as the conversion from cash basis accounting to accrual basis accounting methods. The Board agreed to increase the General Fund proposal closer to the actual amount as the State Auditor has taken interest in the discrepancies in past years. The Board discussed proper classification for permits. The Board continued to discuss the other funds listed in the levy and arrived at a proposal of \$921,088 for a recommendation at the annual meeting:  
*MOTION BY WILLENBRING SECONDED BY ERKENS TO PROPOSE \$921,088 FOR THE 2020 LEVY TO THE CITIZENS OF WAKEFIELD TOWNSHIP AT THE 2019 TOWNSHIP ANNUAL MEETING. MOTION CARRIED 3-0.*

### **MAINTENANCE UPDATE**

Menke requested to purchase a 15' Snow Pusher and reviewed pictures and benefits. The group discussed traffic control during pushing the snow banks back from the roads. Menke does not have a cost estimate but has a recommendation on how to build a Snow Pusher. Garding recommended that Menke provide a cost proposal for the Supervisors to review.

Menke reviewed snow plowing and sanding efforts. The group reviewed the Snow Plow and Sanding Policy and state law about residents pushing snow across the street from their driveways.

### **CLERK UPDATE**

A. Stalboerger reviewed the Planning Commission findings and resolution to repeal the Shooting Range Moratorium.

*MOTION BY WILLENBRING SECONDED BY ERKENS TO APPROVE RESOLUTION NO. 2019-002 RESOLUTION REPEALING AN INTERIM ORDINANCE ESTABLISHING A MORATORIUM ON SHOOTING RANGES IN WAKEFIELD TOWNSHIP. MOTION CARRIED 3-0.*

B. Stalboerger explained that the MATIT Attorney recommended that we return the keys to the Sportsman's Club for the baseball field since the Township Attorney gave the opinion that the township is not the owner of the property. He also stated that we get permission from the Sportsman's Club to perform an insurance audit but wait for the snow and ice to melt so that the audit may be performed. Stalboerger has not heard back from the Sportsman's Club yet.

C. Stalboerger presented the 2019 Annual Meeting Agenda. The Board reviewed and approved the agenda as is.

D. Stalboerger stated that the newsletter was recently sent to all Wakefield Township residents.

E. A meeting schedule for the Stearns County Comprehensive Plan Steering Committee was reviewed. Since the meetings are being held at the Wakefield Town Hall, the group reviewed the schedule for conflicts and found none.

F. Stalboerger reviewed the Cold Spring Road Maintenance Agreement with the Board. When the agreement discussion began in 2014, the members of the Cold Spring Public Works and Wakefield Township that met agreed upon the roads that were considered shared roads; a road that was bordered by the township on one side and the city on the other. Currently, the Administrator of Cold Spring is disputing one of the roads in the agreement (Greystone Road), stating that there is a 33' buffer between Greystone Road and the parcel located in the city boundary. The Board agreed to move forward with the Road Maintenance Agreement, sans Greystone Road, but directed the Clerk to present the Road Maintenance Agreement with a cover letter stating that the township feels the portion of Greystone Road that is bordered by the township and the city should be in the agreement along with a portion of 245<sup>th</sup> Street that is also bordered by the city and the township; furthermore, to request further consideration of adding those two roads to the road maintenance agreement.

*MOTION BY WILLENBRING SECONDED BY ERKENS TO SIGN THE ROAD MAINTENANCE AGREEMENT BETWEEN WAKEFIELD TOWNSHIP AND THE CITY OF COLD SPRING; FURTHERMORE, TO INCLUDE A LETTER REQUESTING THE CITY TO FURHTER CONSIDER THE ADDITION OF PORTIONS OF GREYSTONE ROAD AND 245<sup>TH</sup> STREET. MOTION CARRIED 3-0.*

G. Stalboerger gave a brief update of an annexation petition from a Wakefield Township resident to the City of Cold Spring a partial parcel in the amount of 2.34 acres to be attached to a business in the city for additional parking and parking lot expansion. More information will be presented as it is available.

#### **FIRE DEPARTMENT UPDATE**

A. Chain of Lakes Fire & Rescue Department -The Chain of Lakes calendar fundraiser has grossed \$6,000 so far. Donations continue to arrive. Willenbring gave an update on recent calls involving mutual aid with the Richmond Fire Department and commented on how well the two groups work together. Battery powered equipment needs to be replaced. One of the fire fighters is researching this purchase. The Spring Fundraiser, dinner and show, will be held on April 6, 2019 at River Station.

B. Cold Spring Fire Department – No update is available.

#### **FINANCIAL REPORT**

A. The Treasurers report was reviewed as well as the list of bills.

*MOTION BY ERKENS SECONDED BY WILLENBRING TO APPROVE THE MARCH 7, 2019 TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE FEBRUARY 20, 2019 AND MARCH 6, 2019 LIST OF BILLS ACCORDING TO THE LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND DEPUTY TREASURER. ALSO, TO APPROVE A PAYMENT TO XCEL ENERGY FOR THE RIVERFIELD STREETLIGHT SERVICE DISTRICT. MOTION CARRIED 3-0.*

The Board discussed a date for the Qualification/Reorganization Meeting and agreed to meet on March 22, 2019 at 12:30 pm. Stalboerger will post the meeting.

#### **ADJOURN/RECESS**

*MOTION BY WILLENBRING SECONDED BY ERKENS TO ADJOURN THE MEETING AT 10:36 PM. MOTION CARRIED 3-0.*

Date Approved: April 4, 2019

Respectfully submitted,

Heidi M. Stalboerger, Clerk