

MINUTES  
WAKEFIELD TOWNSHIP BOARD MEETING  
MAY 4, 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 John Willenbring. Supervisors present: John Willenbring, Shawn Garding, Dave Dold, Clerk Heidi Stalboerger, Treasurer Jerry Frieler, Deputy Clerk Addie Turkowski, Todd Menke, Kevin Kruger, Kyle Knudson, Mark Stalboerger, Molly Mehr, Denny Mehr, Case Hopfer, Jeff Miller, Frank Austin, Ron Helfenstein, Erin Botten, Sheriff Jon Lentz

2. Open Public Forum: N/A.

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

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4. **\*Consent Agenda:**

A. Monthly Meeting April 6, 2023

**Recommendation:** TO APPROVE THE MINUTES OF APRIL 6, 2023, MONTHLY MEETING AS PRESENTED.

B. Local Board of Appeal and Equalization Meeting April 17, 2023

**Recommendation:** TO APPROVE THE MINUTES OF THE APRIL 17, 2023, LOCAL BOARD OF APPEAL AND EQUALIZATION MEETING AS PRESENTED.

C. Special Meeting April 20, 2023

**Recommendation:** TO APPROVE THE MINUTES OF THE APRIL 20, 2023 SPECIAL MEETING AS PRESENTED.

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5. Sheriff's Report – Sheriff Jon Lentz reviewed the calls for April 2023

6. JCHM Properties, LLC – Rezoning Request:

A. Clerk Stalboerger presented a prepared staff report on the Application for Rezoning of JCHM Properties, LLC, PID 36.23707.0055, to request rezoning from AG-40 to Commercial, for the future construction of storage buildings (to reduce shrink wrapping and subsequent waste) and to use for outdoor storage, with screening. The future use of the property is listed as a transition area. Due to the low LESA score of 44.86, this land is not prime farmland. Neighbors around this parcel expressed concerns that the use of the property for commercial does not fit within this area in which there are residential homes outside of the parcel. While nearby residents expressed concerns with moving this parcel from Ag-40 to commercial, the Planning Commission recommended approval of the rezoning request from Ag-40 to Commercial. The Board reviewed the Planning Commission vote:

*Question 1: The request is consistent with the Comprehensive Plan's goals and policies.*

Commissioner Backes, Dierkhising and Huettl: Yes, Commissioner Gillitzer: NO

*Question 2: The request is consistent with the Comprehensive Plan's Future Land Use designation.*

All Commissioners voted Yes.

*Question 3: The request is consistent with the Comprehensive Plan's Future Land Use Factors.*

Commissioners Backes, Dierkhising and Huettl voted Yes, Commissioner Gillitzer voted No.

*Planning Commissioner Dierkhising moved to recommend that the Wakefield Town Board recommend approval of the Rezoning Request from JCHM Properties for Parcel 36.23707.0055 from Ag-40 to Commercial. Commissioner Huettl seconded. Motion carried with a 3-1 vote, Commissioner Gillitzer the NO vote.*

Clerk Stalboerger reviewed a comparison of use in the Ag-40 Land Use District and the Commercial District. Clerk Stalboerger presented a petition and two letters received from residents near this parcel to request to keep Frostview Drive and surrounding areas as an agricultural zoning. Note: This is not a public hearing on the Zoning Request. The Wakefield Township Supervisors reviewed the Township Recommendation Form and responded to the following questions:

*Question 1: The request is consistent with the Comprehensive Plan's goals and policies.*

Supervisor Votes: Dold – YES, Garding – YES, Willenbring - YES

*Question 2: The request is consistent with the Comprehensive Plan's Future Land Use designation.*

Supervisor Votes: Dold – YES, Garding – NO, Willenbring - YES

*Question 3: The request is consistent with the Comprehensive Plan's Future Land Use Factors.*

Supervisor Votes: Dold – YES, Garding-NO, Willenbring – YES

Supervisor Willenbring noted that if the proposed use is consistent with commercial use and fits the transition area and future land use. Supervisor Garding stated that although this butts up to a commercial area, he is concerned about future requests in the Township. Willenbring noted we need to act on each request as it comes forward. Further that the Applicant does not plan to disrupt the wetlands on the parcel, minimal (if any) tree removal on the parcel and continues to harvest grass/alfalfa crops to the level of production, despite the low LESA score.

SUPERVISOR DOLD MOVED TO RECOMMEND THE APPROVAL TO STEARNS COUNTY ENVIRONMENTAL SERVICES VIA TOWNSHIP RECOMMENDATION FORM FOR REZONING REQUEST FOR JCMH PROPERTIES, LLC, 22365 FROSTVIEW ROAD, COLD SPRING, MN 56320, PID 36.23707.0055, FROM AG-40 TO COMMERCIAL ZONING DISTRICT. SUPERVISOR WILLENBRING SECONDED. ROLL CALL VOTE: SUPERVISOR DOLD – YES, SUPERVISOR GARDING – NO, SUPERVISOR WILLENBRING – YES. MOTION CARRIED 2-1. The Board directed Clerk Stalboerger to forward the Township Recommendation Form Response to Stearns County.

7. Engineer Update – Kevin Kruger, Maintenance Update – Todd Menke

A. Road Status - Post 2022-2023 Winter Season – Currently working on quotes for crack filling. Kruger reviewed roads for seal coat.

B. 3rd Ave SE (Line Road with City of Cold Spring) – Cold Spring has not responded yet on the Engineer's Estimate from WSB. Kevin Kruger, WSB will reach out and inquire if the City of Cold Spring would like to obtain an Engineer's Estimate as well. Additionally, Menke added that 158th Avenue has a large frost boil. The group discussed air patching or patching (black top). Kruger will check on air patch quotes as the plan is for reconstruction on 158<sup>th</sup> Avenue in 2024.

9. Luxemburg Township is suggesting reshaping and cleaning out the ditch for proper drainage for the gravel portion of 200<sup>th</sup> Street. Additional gravel is also recommended to build up the road and increase road height. Luxemburg will take the lead on the gravel project. Wakefield will pay for half, estimated at \$1750. SUPERVISOR GARDING MOVED TO APPROVE RESHAPING OF 200<sup>TH</sup> STREET AND ADDING GRAVEL TO THE GRAVEL PORTION OF THE SHARED ROAD WITH LUXEMBURG TOWNSHIP. MOTION CARRIED 3-0.

- Menke stated that Horseshoe Road has an exposed culvert. The Board directed Menke to obtain quotes for adding gravel to 163<sup>rd</sup> Avenue, Horseshoe Road and 178th Avenue and will review at the June meeting.

-Willenbring stated that there is a sign on 200<sup>th</sup> Street and 163<sup>rd</sup> Avenue that needs to be replaced and directed Menke to review all signs in the township.

-Menke stated that the township main campus sign is completed. He will coordinate delivery and installation.

8. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman's Park – The Township Supervisors will review examples of park agreements they have received from Sauk Rapids and Richmond Lions and will discuss them at the June Board meeting. A rough draft will be created and reviewed by the Board and Tammy Garding. The Board directed Clerk Stalboerger to request a septic design from Watab, Inc. and have them reach out to Supervisor Garding with questions about specifications and park usage.

-The first formal Sportsman Park Committee Meeting will be held at the end of May. The Board reviewed a list of those who have agreed to be on the committee. Andy Masterpole, WSB, will lead the meeting.

-The Board discussed quotes for mowing the lawn for the Softball Park. SUPERVISOR DOLD MOVED TO HAVE GOLD STAR CLEAN AND MOW THE UPPER AREA OF SPORTSMAN PARK FOR \$1500 AS PRESENTED. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

SUPERVISOR GARDING MOVED TO ACCEPT THE DONATION FROM ROBERT AND DEBRA KILLMER OF TEN BLUE BIRD HOUSES INSTALLED IN VARIOUS LOCATIONS ON SPORTSMAN'S PARK PROPERTY. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

B. Stearns County Board of Adjustment Public Hearing will be on May 11, 2023. Pamela Winter has a variance request to divide property. Supervisor Dold responded that we will let Stearns County make the decision as Wakefield Township has

no comment. Rod Gertken, A+ Homes/Yellow Properties LLC, Frostview Court, is requesting a variance to add a deck close to the road which will be 63 feet from the road. The road is a privately maintained road, as a result the supervisors have no issue with the 12-foot variance request on Frostview Court. The Board directed Clerk Stalboerger to submit a letter to Stearns County for the public hearing.

C. Road Maintenance Agreement City of Cold Spring – No update.

D. Gardner, Langevin Drive – ATF CSP Residential Dwelling Unit – The land owner received approval from Stearns County for a permanent structure (6 x 27-foot airstream) as a primary residential dwelling unit as a preordinance nonconforming structure. The Board directed Clerk Stalboerger to send a letter to the County and the Owner that Wakefield Township requires a variance for this structure.

E. Building Inspector Review- we passed on this item.

\*The Board reviewed the Land Use Training at Stearns County and agreed it was valuable training.

\*The Board discussed the Wakefield Township Comprehensive Plan. The current Comp Plan was written in 2000 and is out of date and does not support current ordinances. The Board agreed that the Stearns County process of developing a new Comprehensive Plan was very thorough, and values township needs and input. These plans are very costly to develop and write. SUPERVISOR GARDING MOVED TO ADOPT STEARNS COUNTY COMPLIANCE PLAN AND DISSOLVE WAKEFIELD TOWNSHIP COMPLIANCE PLAN CONTINGENT UPON ATTORNEY REVIEW. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

#### 10. Financial Report –

A. Treasurer’s Report and List of bills were reviewed by the supervisors.

SUPERVISOR GARDING MOVED TO APPROVE THE MAY 4, 2023, TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE APRIL 12, APRIL 26, 2023, AND MAY 4, 2023, LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

-The group discussed ordering a snow plow truck through the State bidding process with funds carried forward from the snow plow and sanding fund as well as remaining ARPA funds.

#### 11. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue – They will be reviewing sealed bids for extraction equipment. They have not received information on the date of arrival of the new truck. The department applied for a DNR grant to update the grass rig.

B. Cold Spring Fire Department – no update

-Additional note: Supervisor Dold attended the Stearns County Minnesota Association of Townships training in which 32 of 34 townships were represented. He noted that fraud has increased with illegal billing as townships have public information. He added that the Broadband project is advancing.

12. SUPERVISOR GARDING MOVED TO ADJOURN. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. MEETING ADJOURNED AT 10:26PM.

Respectfully Submitted:

Approved by:

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Township Chair