

**WAKEFIELD TOWNSHIP MINUTES  
22295 FROSTVIEW ROAD COLD SPRING MINNESOTA  
REGULAR BOARD MEETING OCTOBER 3, 2019 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, John Niemi, Ray Schreiner, Dan Kron, Brian Junkemeyer, Eric Geier, Janell Wesenberg, Chad & Amy Johnson, Mark Stalboerger and Brigid Murphy.

**APPROVAL OF THE AGENDA AND CONSENT AGENDA**

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

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

A. Minutes September 5, 2019

**SHERIFF'S DEPARTMENT UPDATE**

John Niemi was present to give an update of Sheriff's Department calls and activity for the month of September 2019.

**ENGINEER REPORT**

-Mike Nielson stated that the 200<sup>th</sup> Street project is nearly complete. Additional soil will be added to approximately three to four spots in the ditch due to erosion as a result of the recent rain totals. Knife River will hire Kraemer to bring in the additional soil. Seeding is expected to take place this fall. The group discussed the large patch that was added to correct the bituminous failure. Nielson felt that if the traffic doesn't flatten the seams, a roller could be brought in to ensure a smooth transitional road surface in 2020.

-Nielson reported that the wetlands have been delineated on Frostview Road. Twenty soil borings four to five feet deep were examined resulting in no apparent bad material. Cost estimates will be presented at the November meeting. The Board discussed potential issues with past frost boil areas.

-Nielson is researching invoices and pay vouchers from Astech for the seal coating project. LRIP reimbursement has been requested from MnDOT for the Island Lake Road project. Nielson will work with the contractor to present pay applications at the November meeting and then begin the process of requesting bonding funds from the state for reimbursement for the 200<sup>th</sup> Street project.

**SCHREINER CONCEPTUAL PLAT**

Ray Schreiner was present to discuss a conceptual plat that he plans to present as a preliminary, minor subdivision/plat in the upcoming months. Schreiner reviewed the last administrative subdivision of the same parcel in 2013. At that time, the potential housing capacity was calculated based on land area and zoning. Schreiner stated that the placement of the current house as well as wetlands were not added into the calculation in 2013 and although he complied with a request to add a restriction to the recorded deed for PID #36.23844.0030, he disagrees with the density calculation. The restriction states "In the event the above described tract is to be platted or otherwise split into more than one parcel, Grantee shall be required to dedicate roadways to the public to connect Stearns county Road 2 with Westbrook Drive, and to connect said dedicated road to Century Lane in the plat of Century Estates."

Dan Kron, Surveyor was present to support Schreiner. Kron stated that the Stearns County Subdivision Ordinance #230 was updated in 2016 stating that road dedication is not necessary for a minor subdivision. Stalboerger reviewed an email from Stearns County Environmental Services stating that in spite of the deed restriction, they would view this request as a minor plat and would not require road dedication; but would support Wakefield Township if it would request road dedication. The group reviewed the abrupt termination of Westbrook Drive and Century Lane and discussed pros and cons of possible connections via 214<sup>th</sup> Street. The group reviewed the history of Westbrook Plat regarding agreements for continued road (Westbrook Drive) connections to County Road 2. Chad & Amy Johnson, Janell Wesenberg and Eric Geier were present to request that Wakefield Township not enforce an access between County Road 2, via 214<sup>th</sup> Street to Westbrook Drive and/or Century Lane. The Board reasoned that they can see a benefit to connect Westbrook Drive to County Road 2 via 214<sup>th</sup> Street at some point in the future, however, they see minimal benefits to connect Century Lane to that connection. The Board agreed that Schreiner should not have to bear the cost of connecting Westbrook Drive to County Road 2 via 214<sup>th</sup> Street; but if or when the connection is made, the township would be responsible to build the road. The Board stated that if Schreiner would like to move forward to present a preliminary plat, an easement for future road and utilities should be included to connect Westbrook Drive to County Road 2 via 214<sup>th</sup> Street.

#### **CLERK UPDATE**

A. Stalboerger was contacted by the Stearns County Public Works Department to set up and hold a meeting at the Wakefield Town Hall for residents along County Road 71 to discuss the reconstruction project expected to take place in the summer of 2021.

*MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE STEARNS COUNTY PUBLIC WORKS DEPARTMENT TO HOLD A MEETING AT THE WAKEFIELD TOWN HALL ON WEDNESDAY, JANUARY 29, 2020 FROM 5:30 PM-7:30 PM TO DISCUSS THE COUNTY ROAD 71 RECONSTRUCTION PROJECT WITH THE PUBLIC. MOTION CARRIED 3-0.*

B. The City of Cold Spring sent a memo requesting the Board to identify a meeting date when a quorum of Supervisors could meet with a quorum of the Cold Spring City Council to discuss the Cold Spring Fire Department budget. The Board agreed to have a quorum of Supervisors meet with a quorum of the Cold Spring City Council on Thursday, October 24, 2019 at 8:00 pm at the Cold Spring City Hall, Council Chambers to discuss the CSFD budget.

C. Stearns County will be holding listening sessions for township input on the Comprehensive Plan update. There are two sessions. Stalboerger requested to have Cindy Nash from Collaborative Planning to attend a meeting or meetings and possibly begin ordinance and form review in the office. The Board agreed that it would be beneficial to have Nash attend one of the meetings with Stalboerger, namely the day meeting and work in the office on reviewing and updating ordinances and corresponding forms.

D. Stalboerger recapped the Minnesota Association of Townships Legislative & Research review meeting that she attended which covered many topics, including the 2020 election cycle. Stalboerger gave an overview of changes in the 2020 election cycle. Stalboerger presented a resolution confirming the polling location for 2020.

*MOTION BY WILLENBRING SECONDED BY GARDING TO APPROVE RESOLUTION #2019-010 RESOLUTION APPROVING POLLING PLACE FOR WAKEFIELD TOWNSHIP IN 2020. MOTION CARRIED 3-0.*

-Stalboerger received an MPCA permit renewal (every five years) from Mississippi Topsoil. The Board agreed that Mississippi Topsoil has not caused any issues for the township and verbally

approved that Stalboerger complete the form.

-Stalboerger reviewed a Richmond City Council meeting that she attended that included discussion regarding the city contacting non-residents on the southwest side of the city for sewage and wastewater disposal. Few details were made public, however, a letter and survey are forth coming from the city to targeted township residents and a potential meeting is planned based on response.

-Stalboerger reviewed a letter outlining changes at Stearns County in the Property Services Division, the department head, Jeff Johnson, and the departments that will now be included in that department.

-Stalboerger was contacted by a resident regarding the degradation of Oster Point Road due to heavy use of a field entrance into the River Links neighborhood. The Board reviewed maps of the area and agreed to discuss with Joe Wenner during his annual River Links update to the township board.

### **MAINTENANCE SUPERVISOR UPDATE**

A. Menke has not been able to update the Maplewood Road turnaround as a result of rain. He will watch the weather and work on the improvements when the area dries out or when possible.

B. Menke stated the price of salt has increased by approximately 30% and there is a projected shortage. Menke explained that the township has a stockpile of approximately 20 ton. Menke requested to purchase additional sand/salt from Ralph Gertken for the upcoming winter season.

*MOTION BY GARDING SECONDED BY WILLENBRING TO ORDER THE WINTER SUPPLY OF SALT/SAND MIXTURE FROM RALPH GERTKEN. MOTION CARRIED 3-0.*

-Menke gave an update of a maintenance class that he attended. Menke learned about a Diamond Mower saw blade attachment. The saw blade would be beneficial to cut off tree branches for right of way clearing without having to use a ladder or a lift. The Board reviewed the quote for the saw blade attachment. Menke would arrange pick up of the equipment in Sioux Falls, SD.

*MOTION MADE BY WILLENBRING SECONDED BY GARDING TO PURCHASE A DIAMOND MOWER SAW BLADE ATTACHMENT WITH A COUPLER KIT AT THE QUOTED PRICE OF \$5,002 WITH FUNDS FROM THE EQUIPMENT FUND. MOTION CARRIED 3-0.*

### **FIRE DEPARTMENT UPDATE**

A. Willenbring stated that the Chain of Lakes October meeting will be moved to October 16, 2019 as a result of the Columbus Day Holiday. Calls are up from the last month. The Chain of Lakes did not receive the DNR grant applied for. The COL Board continues to discuss updating the Relief Association payout schedule. The annual meeting will tentatively be held on December 9, 2019.

B. The Board will be meeting with the Cold Spring City Council to discuss the Cold Spring Fire Department budget.

### **TREASURERS REPORT**

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

*MOTION BY GARDING SECONDED BY WILLENBRING TO APPROVE THE OCTOBER 3, 2019 TREASURERS REPORT AS PRESENTED. MOTION CARRIED 3-0.*

*MOTION BY GARDING SECONDED BY WILLENBRING TO APPROVE THE SEPTEMBER 18, 2019, OCTOBER 2, 2019 AND OCTOBER 3, 2019 LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER, PLUS A PAYMENT TO XCEL ENERGY FOR THE RIVERFIELD HOMEOWNERS ASSOCIATION AND A PAYMENT TO DIAMOND MOWERS IN THE AMOUNT OF \$5,002 FOR A BOOM SAW HEAD. MOTION CARRIED 3-0.*

A. Frieler and Stalboerger reviewed the field audit that took place with Schlenner Wenner at the town hall on September 27, 2019.

**ADJOURN/RECESS**

*MOTION BY GARDING SECONDED BY WILLENBRING TO ADJOURN THE MEETING AT 11:30 PM. MOTION CARRIED 3-0.*

Respectfully Submitted,

WAKEFIELD TOWNSHIP

/s/ Heidi M. Stalboerger, Clerk

/s/ Cyril Erkens