

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
OCTOBER 5, 2023 7:00 PM
22295 FROSTVIEW ROAD, COLD SPRING, MN 56320

1. Monthly Meeting Called to Order at 7:00 pm and Pledge of Allegiance Led by Town Chair John Willenbring. Present Supervisor John Willenbring, Supervisor Shawn Garding, Supervisor Dave Dold, Treasurer Jerry Frieler, Deputy Clerk Addie Turkowski, Todd Menke, Kevin Kruger Engineer, Sheriff Jon Lenz, Mark Stalboerger, Ben Anderson Stearns County Parks, Jan Decker, Vicki Jungels, John Decker, Adam Lubers, Adam Goebel, Jason Buerman, Kyle Knudson, Vern Salzl.

2. Open Public Forum: Kyle Knudson requested that the board reflect back on the previous meeting, minutes and amend the minutes. He requested the board amend the September 7th meeting minutes regarding the JCMH Compliance Agreement. He said it is on record that the Township Board agreed to a three-year extension with no extensions beyond three years would be permitted. There was no mention in the minutes of last and final agreement and no conditions listed in the minutes when the discussion mentioned the JCMH Compliance Agreement was to work toward compliance with construction beginning in two years. Compliance means that you work toward completion. He formally requested the audio of the September 7th Township Board Meeting and was denied by the Township Clerk Stalboerger and the Township Chair Willenbring as it is listed on all agendas *“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”*. Knudson added that the minutes did not reflect the comment by Supervisor Garding stating that the Compliance Agreement with JCMH should require construction to begin in two years. His request is to amend the minutes to include the Supervisor Garding's comments which included construction to begin in year number two and no intent of granting an additional compliance agreement.

3. SUPERVISOR GARDING MOVED TO APPROVE THE CONSENT AGENDA AND TO ALSO REMOVE SEPTEMBER 7, 2023, MINUTES FROM THE CONSENT AGENDA. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

4. Minutes:

A. Monthly Meeting September 7, 2023: SUPERVISOR GARDING MOVED TO APPROVE THE MINUTES WITH AN AMENDMENT OF THE SEPTEMBER 7, 2023, MINUTES TO INCLUDE AN ADDITION TO THE APPROVED MOTION OF THE OF THE COMPLIANCE AGREEMENT FOR JCMH TO INCLUDE NO EXTENSIONS TO THE COMPLIANCE AGREEMENT AND THAT CONSTRUCTION MUST BEGIN IN THE SECOND YEAR OF THE COMPLIANCE AGREEMENT. SUPERVISOR DOLD SECONDED, MOTION CARRIED 3-0.

5. Sheriff's Report – Sheriff Lenz reviewed calls for September 2023. There have been concerns called in about dogs. If the dogs are deemed potentially dangerous, they must then be microchipped and wear a muzzle when outside of their house. The Sheriff's Department conducts checks on dog complaints.

6. Ben Anderson from the Stearns County Parks Department gave a presentation on his leadership as the Parks Director for Stearns County. He has a BA in Ecology and a masters in Natural Resource Management. He has been working for Stearns County for almost 10 years. The department administers over 2600 acres of parks and trails. They have a budget of 1.4 million and have recently raised their fees. They receive most of their budget through tax levy and from some park revenue. For instance, they charge \$10 for parking in some parks. Some parks have picnic shelters that can be rented. They have seven full-time staff, of which four are maintenance and three in administration. In summer they will hire an additional 20 staff. He mentioned they use Green View Staffing, which is a non-profit that hires elderly, and they contract with the Staffing Service. He noted that he believes this service might be available to the Wakefield Township Softball Park. Rarely will they receive donations, except when they are involved in a development program. He briefly mentioned the Wocken property that might be put into a park, but most of it must remain natural with no deer hunting. Supervisor Garding commented that we might be able to connect the Wakefield Township Sportsman's Park to this property for trails, etc. Anderson added that in 2022 there was about \$21,000 available to townships for park funds, not for

maintenance for rebuilding, but possibly for new trails. Anderson will also forward information on state grants for outdoor recreation. Supervisor Willenbring asked for questions and comments from the audience. Jan Decker commented that she has found it challenging to rent a nice park shelter for a large group and it would be nice to have a large shelter to fit over 50 people. Anderson said that parks are not money makers but suggested that Wakefield Township could consider naming rights for large donations. He will be a resource for us as we proceed on the Sportsman's Park improvements. Supervisor Dold expressed concerns that we have no regular funding source to support the park, but Supervisor Willenbring added that this is a community, and we are here to support the community. Supervisor Garding said that as we work to improve the park, more people will come, and we may have some wanting to rent park facilities.

7. Pilgrim's Pride: Adam Goebel spoke on behalf of Pilgrim's pride request for an Overweight Hauling Permit on Island Lake Road. He said the request would reduce traffic by 20% and they have the approval from Stearns County. They put a standard number of birds in each container, so they have an idea of weight per vehicle. They stay under 18,000 pounds per axel weight but do not weigh every truck. An evaluation was done by Chris Berg of Benton County and by allowing 80,000 to 97,000 pounds gross weight they reduce traffic by 20%, which is good to have less driving up and down the roads. Supervisor Willenbring added that there has been no visible damage to this road. SUPERVISOR GARDING MOVED TO APPROVE THE OVERWEIGHT HAULING PERMIT FOR PILGRIM'S PRIDE ON ISLAND LAKE ROAD FROM COUNTY ROAD 2 TO 260TH STREET FOR HAULING LIVESTOCK. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger has prepared the necessary permit agreement for Goebel to take with him.

8. Jeff and Sarah Reiter have submitted an Administrative Subdivision Request to increase the size of the current parcel, from PID 36.23822.000 to PID 36.23822.0002, to increase the size of the current parcel by 2.3 acres (+/-) to 4.31 (+/-) acre parcel. The applicant plans to construct a residential accessory structure. Supervisor Garding noted that the Planning Commission supported the request and Reiter's have completed the application and are in compliance. SUPERVISOR GARDING MOVED TO CONCUR WITH THE PLANNING AND ZONING COMMISSION TO ISSUE A CERTIFICATE OF COMPLIANCE TO JEFF AND SARAH REITER FROM PID 36.23822.000 TO PID 36.23822.0002. MOTION SECONDED BY SUPERVISOR DOLD AND MOTION CARRIED 3-0. Jeff Reiter has a question about the 15 cent / square foot fee on the Wakefield Township fee schedule. He added that he builds parks for a living and pickle ball parks and that he would dedicate a portion of the fee toward the Sportsman's Park. Supervisor Willenbring added that when Wakefield Township deals with large structures, the fee would tend to be high and perhaps out of proportion, and the Board could allow a lower cost fee, related to the township costs. The township clerk has put a lot of time into this project, but we could consider a lower fee. SUPERVISOR GARDING MOVED TO REDUCE THE RATE OF THE CONSTRUCTION SITE PERMIT TO \$450 FOR THE REITER STRUCTURE. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. SUPERVISOR GARDING MOVED TO ACCEPT A DONATION OF \$500 TO THE SPORTSMAN'S PARK FUND FROM JEFF AND SARAH REITER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. The Board gave their thanks to the Reiters.

9. Jan Decker spoke about the Woodland Hills Fireside Road, which is a private association road, and a dead-end road. There are 31 homes along the 2 miles of road and the association fees take care of the maintenance. One third of the homes are now under new ownership and they want to understand why this is a private road while still paying taxes. The majority of the residents want the township to take over the maintenance of the road. The road was widened in 2004 to 22 feet, and they have done all the maintenance; 2018 they completed chip seal and there is no problem with standing water on the road. It would cost now at least \$179,800 (according to one bid) to completely rebuild. She added that two road construction companies have said the road has stood the test of time. The Woodland Hills Association would like Wakefield Township to consider taking ownership of the road and annual maintenance. The current costs are \$12,000 per year over the last six years for regular maintenance, snow removal, insurance, etc. Supervisor Willenbring added that the 2004 rebuild does not meet township guidelines for road widths, currently 24 feet. Concerns were expressed that if the road becomes a township road the city could annex this area and allow building in lots along the road. Decker added that it is expensive to live in this area with the cost of the road and would like Wakefield Township to provide a cost estimate to rebuild this road. Supervisor Willenbring said the road will need overlay or chipseal in the next five years. Kevin Kruger added that the overlay is needed soon as it is a 20-year-old road. John Decker thought the cost might be between \$275,000 to \$300,000. But Kevin Kruger said it would be higher, perhaps \$375,000. Kruger highlighted the township Pavement Management Plan. Supervisor Willenbring said the township needs to be fair to all other privately maintained roads, and roads need to comply with township standards before the township can consider taking over maintenance. He

added that the township could consider doing the overlay and assess a yearly fee structure to the Woodland Hills Association. But also note that going from a private road to a township road the value of the home is shown to increase in value significantly. He added that the township taxes go to many other services such as fire protection. Supervisor Willenbring suggested the association sit down with the City of Cold Spring board and let them know what the Woodland Hills Association is considering and ask what the city is planning to do in this area, such as buying the open land and annexing this property.

Supervisor Willenbring then suggested that Wakefield Township could consider helping with an overlay on the 22-foot-wide road and the Woodland Hills Association would then pay back the township over an (assessed) 10- or 15-year time period. John Decker said they would take it back to the Woodland Hills Association.

Supervisor Willenbring said there must be a collaboration of discussion with Wakefield Township to include the clerk and the Woodland Hills Association. He added this is serious money and we need to agree on the language of the project, time and cost for the 31 properties. Jan Decker outlined items to be discussed: 1. Wakefield Township does the overlay, 2. Assess the residents over 10-15 years, 3. Wakefield Township will do maintenance 4. Property on the south side may be taken over by the City of Cold Spring, no control by the Woodland Hills Association, 5. Details of a shared road.

10. Engineer Update – Kevin Kruger

A. Local Road Improvement Program: Kevin has not received a response from Collegeville Township on the 260th street road. It is not used much unless you live on it. Kruger recommends that Wakefield Township and Collegeville work together on this road to apply for a grant. He added that we can still act on this through November. It will be for 2025 construction; we both must be able to afford the project and if awarded, we would be reimbursed. He added that letters of support help with the grant. Township readiness is important, and the grant might cover the cost of the entire road. Kruger will connect with Collegeville Township.

B. Kevin Kruger updated the township on the 2024 Road Project – He said the plans are coming together to discuss. We need to schedule property owner meetings in early November, we will be ready by the week of November 13th and will confirm the date of the meeting at the next Board meeting.

11. Maintenance Update – Todd Menke

A. Salt prices are the same as last year from Cargill at \$105.25. SUPERVISOR DOLD MOVED TO APPROVE BID FROM CARGILL FOR SALT AT \$105.25 FOR 100 TONS. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Todd added that we need to cut trees off Greystone Road on the right of way. Todd said that 158th street also needs tree trimming, approximately \$100 per tree. SUPERVISOR GARDING MOVED TO HIRE AARON WILLENBRING TO COMPLETE THE NECESSARY TREE TRIMMING FOR GREYSTONE ROAD AND 158TH STREET. DOLD SECONDED. SUPERVISOR WILLENBRING ABSTAINED. MOTION CARRIED 2-0. The snow truck requires DOT Certification. Tire replacement will be necessary and cost \$309/tire with a \$30 mount and dismount charge per tire. Brake shoes might need to be replaced, but the value of the truck will be better with new tires. SUPERVISOR DOLD MOVED TO BUY THE PINE CREEK TIRES FROM LITTLE FALLS FOR THE FORD TRUCK AT A PRICE OF \$1236. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0. Supervisor Dold explained that Stearns County GIS has the capability of a locating culverts in a certain jurisdiction and will map them. In the future the county will know the details of all township culverts. We will work with the county on this. Dold added that Wakefield Township's signs also need to be verified for reflectivity requirements.

B. Culvert Replacement 260th Street: The culvert pulled apart and must be replaced, we received two bids that were different as to how the replacement should be completed. Menke is concerned about the bid from Lange Trenching that they would not be digging wide enough for sufficient replacement. Supervisor Garding added that the TS Dirt Work bid was well laid out and cost specific and it is best to do the width they quoted. Supervisor Dold recommended a bid from Kramer as well. SUPERVISOR GARDING MOVED TO AWARD THE BID TO TS DIRT WORKS FOR CULVERT REPLACEMENT IN THE AMOUNT OF \$27,731.00 WHICH IS SUBJECT TO COLLEGEVILLE TOWNSHIP APPROVAL AND WILL REVIST THE MOTION IF THE TOWNSHIP RECEIVES A BID FROM KRAMER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Todd will inform Collegeville Township as this needs to be completed soon.

12. Clerk/P&Z Update

A. Sportsman's Park Softball Park Management Agreement meeting is scheduled for October 16, 2023, at 7:00pm

at Wakefield Township, 22295 Frostview Road, Cold Spring, MN.

B. SUPERVISOR GARDING MOVED TO APPROVE PAYMENT TO “ONE GOOD GEEK” IN THE AMOUNT OF \$2515.85 FOR NEW ELECTRONIC EQUIPMENT FOR THE WAKEFIELD TOWNSHIP TREASURER OFFICE. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

C. Township Road Mileage Certification report shows 57.34 miles of road for Wakefield Township. SUPERVISOR GARDING MOVED TO ACCEPT THE 57.35 MILES CERTIFICATION REPORT FROM STEARNS COUNTY OF TOWNSHIP ROADS FOR WAKEFIELD TOWNSHIP. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger will forward a response to the Stearns County Highway Department.

D. SUPERVISOR DOLD MOVED TO APPROVE THE 3RD AVENUE SE JOINT POWERS AGREEMENT SUBJECT TO CITY OF COLD SPRING APPROVAL. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger will follow up with the City of Cold Spring.

E. Additional Items: There were no comments from the Board on the Stearns County Variance request Schneider, 17753 County Road 83, Cold Spring.

-Voter Funds Report: We have about \$200 available funds.

-Township Officers Association of Stearns County upcoming meeting will be held in Freeport.

13. Financial Report

A. Frieler read the financial report and list of bills.

SUPERVISOR GARDING MOVED TO APPROVE THE OCTOBER 5, 2023, TREASURERS REPORT AS PRESENTED, WITH THE ADDITION OF CHECK #10561 FOR \$1236 TO PINE CREEK; FURTHERMORE, TO APPROVE SEPTEMBER 14, SEPTEMBER 28, 2023, AND OCTOBER 5, 2023, LIST OF RECEIPTS, PAYMENTS AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

14. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue received a grant of \$4000 from the DNR. They are applying for a new grant to replace the pump on the 4x4 truck. The new truck ordered is still waiting for attachments to complete the fire truck and they hope to have an update in mid-October. They are currently two fire fighters short but could use three to four additional staff.

B. Cold Spring Fire Department – no update

15. Supervisor Garding added that residents are happy with the new design of Sportsman Park.

16. SUPERVISOR DOLD MOVED TO RECESS THE MEETING AT 10:35 PM UNTIL OCTOBER 16, 2023 AT 7:00 PM. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

Respectfully Submitted,

Approved by,

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Township Chair