

MINUTES
WAKEFIELD TOWNSHIP BOARD MEETING
SEPTEMBER 7, 2023, 7:00 PM

22295 FROSTVIEW ROAD, COLD SPRING, MN 56320

1. Monthly Meeting was called to order 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, Kevin Kruger WSB, Sheriff Jon Lenz, Mark Stalboerger, Gerald Proffitt, Kyle Knudson, Jeff Kramer, Jeff Miller, Casey Hopfer

2. Open Public Forum: N/A

3. Approval of the Agenda and Consent Agenda – Supervisor Garding requested to switch the order of discussion under number 10 – begin with item B, then A. Clerk Stalboerger added under 10. J. #1. to accept a donation for Sportsman Park. SUPERVISOR GARDING MOVED TO ACCEPT THE AGENDA AND CONSENT AGENDA WITH CHANGES. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

4. ***Consent Agenda:**

A. Monthly Meeting August 3, 2023

Recommendation: TO APPROVE THE MINUTES OF AUGUST 3, 2023, MONTHLY MEETING AS PRESENTED.

B. Special Board Meeting August 28, 2023

Recommendation: TO APPROVE THE MINUTES OF THE AUGUST 28, 2023 SPECIAL BOARD MEETING AS PRESENTED.

5. Sheriff's Report – Sheriff Jon Lenz reviewed the calls in Wakefield Township for August 2023. He remarked that it has been a calm month.

6. Ben Anderson from the Stearns County Parks Department will be at the October meeting.

7. Planning Commission Vacant Position Candidates: The township received four written applications, three applications were received by the due date and one application was received late. All candidates were notified of when the discussion would take place at the township board meeting. Two candidates were present from four applicants. Jerry Proffitt spoke about his interest and many related experiences in construction, roadway planning and community planning. Mark Stalboerger grew up in this area and has been a resident for the past 18 years ago. He has been attending all meetings and has been vested in the township. He has experience sitting on many civic and non-profit boards. Supervisor Dold added that Mark has been present at most of the township meetings. Supervisor Garding noted that he is happy to see the number of applicants. He also stated that Mark has also been at the Planning Commission meetings. Clerk Stalboerger reminded the board that the appointed applicant will serve for the remainder of Commission Backes's term and those certain years, there are two positions up for the Planning Commission. Supervisor Garding added that they are excellent candidates. SUPERVISOR DOLD MOVED TO APPROVE MARK STALBOERGER TO FILL THE VACANT POSITION ON THE PLANNING AND ZONING COMMISSION FOR THE REMAINDER OF THE TERM THROUGH 2025. SUPERVISOR WILLENBRING SECONDED. MOTION CARRIED 3-0.

8. Engineer Update – Kevin Kruger

A. Local Road Improvement Program – Grant application will consider the regional significance and how the improvements will impact residents and how many will be impacted. Kruger thought that 260th Street, a shared road with Collegeville, might qualify. Supervisor Willenbring added that we must make improvements on 260th. Kruger added that farm to table routes, and recreational access is important to consider. Decisions will be made at the end of March and townships must use the grant monies by 2026. Kruger, WSB will review grant application and connect with Collegeville Township to work on grant submission. Clerk Stalboerger commented that letters of support from local homes, businesses and users might be helpful. SUPERVISOR GARDING MOVED TO ALLOW WSB TO CONNECT WITH COLLEGEVILLE TOWNSHIP ON THE DISCUSSION OF 260TH STREET. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

B. WSB, Inc is under new ownership. The Township can expect the same delivery of excellent services. WSB has a history of good profit and growth and embraces innovative technology. Supervisor Willenbring added that WSB is also price competitive.

C. Kruger added that WSB has started to do the layout, design, and impact of improvements on 241st Avenue and 158th Street. Kruger thought a neighborhood meeting in October or November would be timely.

9. Maintenance Update: All the 2023 projects are completed, including the air patching, and sweeping. The final ditch cutting will take place September 22, 2023.

10. Clerk/P&Z Update – Heidi Stalboerger

A. Sportsman's Park –Well & Review Softball Park Management Agreement: Supervisor Garding reported that the well estimate repair was higher due to additional needed pipe repair. The original pipe was rusty, and a replacement was a better option. The August board meeting approved the estimated cost at \$9047.89 with Wheels Water Works. The final invoice was \$10,384.32, which was still less than the Jennings quote. Clerk Stalboerger received the septic design from Watab and will forward it to supervisors. The Watab invoice is \$1750.00.

Supervisors reviewed the expense report for the Softball Park Program for 2021 and 2022 from Tammy Garding. She wants supervisors to observe the softball park operation when the season is in full swing to understand how it is functioning. Clerk Stalboerger requested changes or updates to the Softball Park Management Agreement. Minor revisions were discussed. Clerk Stalboerger will send the updated agreement to the Board. The Board requested that Stalboerger send the agreement to Tammy Garding for review and request a meeting with the Cold Spring Softball Association and the Board to discuss the management agreement. Supervisor Garding added Stalboerger did a great job with the agreement.

There will be a public open house on September 20, 2023, at the township hall. Supervisor Willenbring asked how best to make people aware of this open information session. Dold stated that the Attorney has previously suggested that Facebook is not a reliable resource for townships, concerning liabilities. Supervisor Garding will research neighboring townships on how they use social media to get information out to their township residents.

B. JCMH – Casey Hopfer and Jeff Miller were present to discuss the boat storage on their property and request an extension on a compliance agreement. Their request to rezone their property approved by Wakefield Township was then denied by Stearns County. The request is for a three-year extension for a compliance agreement to allow for outdoor storage in an Ag-40 zoning district. Garding stated that he would like to see construction on buildings in year 2, however, it is up to the property owner for future action regarding construction based upon need and the future plans for the land by the property owner. The county has commented that recreational vehicles and boat storage is in higher demand now than ever, and due to the lack of availability of boat storage, in the future may discuss options for revisions in county policies to allow for such outdoor storage. SUPERVISOR DOLD MOVED TO APPROVE A COMPLIANCE AGREEMENT

REQUESTED BY JCMH, LLC FOR A THREE-YEAR EXTENSION FOR OUTDOOR STORAGE ON PID 36.23707.0055 AS PRESENTED. SUPERVISOR GARDING SECONDED, MOTION CARRIED 3-0.

C. Yellow Properties, LLC – Encroachment Agreement Request is for a drain field across Frostview Court. This road is a dedicated township road, but privately maintained. Yellow Properties re-platted this parcel under the name Frost View Plat 3 that was approved earlier this summer. The plat has not yet been finalized, but the septic piping is accurately depicted going under the road to the proper location and the owner is responsible for any potential future damage. SUPERVISOR GARDING MOVED TO APPROVE THE ENCROACHMENT REQUEST FOR YELLOW PROPERTIES, LLC. AS PRESENTED SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. Clerk Stalboerger will complete the agreement details and forward them to the county.

D. Pilgrim's Pride is requesting an Overweight Hauling Permit for Island Lake Road, 260th to County 2. They are hauling poultry for the entire length of the Wakefield Township portion of Island Lake Road. The current Overweight Hauling Permit expires September 8th. The applicant will meet standards for spread axel weight but is over on gross weight. Supervisor Garding asked that a representative from Pilgrim's Pride be present to provide further information and that the board should wait. SUPERVISOR GARDING MOVED TO TABLE THE OVERWEIGHT HAULING PERMIT REQUEST UNTIL A REPRESENTATIVE FROM PILGRIMS PRIDE CAN BE PRESENT ON OCTOBER 5, 2023, TO SPEAK TO THE REQUEST. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

E. Stearns County Emergency Management – The Stearns County All Hazard Mitigation Plan needs to be adopted by Wakefield Township to be covered by any FEMA funds for disasters or improvements. SUPERVISOR DOLD MOVED TO ADOPT RESOLUTION #2023-009, ADOPTION OF THE STEARNS COUNTY ALL-HAZARD MITIGATION PLAN. SUPERVISOR GARDING SECONDED. MOTION CARRIED 3-0.

F. Pung/Lommel on 1615 Knaus Lake Circle have submitted a variance request to Stearns County for a non-conforming deck in shore overlay zone. The Supervisors expressed no concerns on behalf of Wakefield Township.

G. 3rd Avenue SE – Joint Powers Agreement Update is being prepared by Attorney Bob Ruppe. Supervisors will receive a copy to review once it is received.

H. Riverfield SSD 2023 Rate Hearing needs to be scheduled. Stearns County needs this information by the beginning of December. SUPERVISOR GARDING MOVED TO SCHEDULE THE HEARING FOR NOVEMBER 2, 2023. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

I. Janitorial Services: our current service, Stephanie's Cleaning Services, has given notice. We will need to secure a new service.

J. Other Matters: SUPERVISOR GARDING MOVED TO ACCEPT A DONATION TO SPORTSMAN'S PARK FROM KYLE KNUDSON FOR \$1,500. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

11. Financial Report

A. Treasurer Frieler reviewed the report and list of bills. There was an addition for check #120506 payable to Watab in the amount of \$1750. SUPERVISOR GARDING MOVED TO APPROVE THE SEPTEMBER 7, 2023, TREASURERS REPORT AS PRESENTED; FURTHERMORE, TO APPROVE THE

AUGUST 16, AUGUST 30, AND SEPTEMBER 7, 2023, LIST OF RECEIPTS, PAYMENTS, AND DISBURSEMENTS AS PRESENTED BY THE CLERK AND TREASURER. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

B. Treasurer Position: Treasurer Jerry Frieler gave the board his verbal resignation effective September 30, 2023. SUPERVISOR GARDING MOVED TO ACCEPT JERRY FRIELER'S RESIGNATION EFFECTIVE ON SEPTEMBER 30, 2023. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0.

12. Fire Department - John Willenbring

A. Chain of Lakes Fire & Rescue: There were twenty-six calls for the month of August. More than they have ever received in one month. The equipment is arriving for the new truck. The department is applying for a computer grant. They hired a new firefighter but still need more staff.

B. Cold Spring Fire Department – no report

13. General Questions and Comments from Board of Supervisors: Supervisors Garding and Dold and Clerk Stalboerger attended the Township District Five meeting in Willmer. Dold also attended a meeting at Stearns County presented by the Auditors Office regarding the county mapping tool and the highway department also gave a presentation. Reflective stop signs must be up by January 1, 2024. There will be a new township technology system available. Dold noted that we must make sure mileage is correct on the township mileage certification form.

14. SUPERVISOR GARDING MOVED TO ADJOURN AT 9:48PM. SUPERVISOR DOLD SECONDED. MOTION CARRIED 3-0. MEETING ADJOURNED

Respectfully Submitted,

Approved by,

/s/Addie Turkowski, Deputy Clerk

/s/John Willenbring, Town Chair