

**Regular Meeting Sunrise Township  
Thursday, September 17, 2020  
Royal Wilcox Community Center**

Carl Peter “Pete” Johnson called the Regular Sunrise Township Board Meeting to order at 7:00 p.m. Pledge of Allegiance was recited.

**Board Members Present:**

Carl Peter “Pete” Johnson, Chair  
Jeske Noordergraaf, Vice Chair  
Gerald Bjork  
Eric Leivian  
Mark Osland

Treasurer: Karen Anderson  
Clerk: Wendy S. Kowalke  
Engineer: Cristina Mlejnek, P.E.  
Maintenance: Lynn Wolleat

**Others Present:**

Peggy Pearson  
Patricia Peters

**Approve Agenda:** Motion by Jeske Noordergraaf, second by Mark Osland to accept the September 2020 agenda. Motion carried.

**Meeting Minutes:** Motion by Jeske Noordergraaf, second by Gerald Bjork to approve the August 2020 minutes. Motion Carried.

**Clerk Update:** CARES Grant application is complete. Floor in the Community Centers needs to be washed the Friday before elections so we can place COVID stickers on the floor. Chairs need to be moved out to the entry-way to make room for election booths. Couri & Ruppe are increasing their general legal work to \$220 per hour and development work to \$240 per hour. Clerk Kowalke has contacted Fire Departments to obtain our portion of their PPE to be paid out of the CARES Grant money. Signature pages for Election CARES Grant agreement with Sunrise Township turned into Chisago County Auditor. Clerk Kowalke and Treasurer Anderson have balanced on financials and 2 sets of books are now being maintained.

**Treasurer Report:** Treasurer Anderson went over treasurer’s report. Motion by Eric Leivian, second by Mark Osland to accept the treasurer’s report as presented with claims list 6121 through 6139. Motion carried. Clerk Kowalke and Treasurer Anderson have balanced on financials and 2 sets of books are now being maintained. No additional claims.

**Commissioner Rick Greene Update:** Not Present.

**Kelly Jordan – Widseth - Tony and Kristine Mariette (Not Present) – Preliminary Plat (single lot Plat):** There is a 75 foot right of way. According to Chisago County Zoning you can split off a 20 with 500 feet wide. Currently the property has 2 PID’s which will be combined on the final plat. Motion by Carl Peter “Pete” Johnson, second by Eric Leivian to accept the plat with no conditions. Motion carried.

**Lowden Box Culvert:** Box culverts are based on size whether or not it is a bridge. No action taken.

**Resolution – Gerald Bjork – contract with Interested Officer:** Motion by Carl Peter “Pete” Johnson, second by Jeske Noordergraaf to accept the Resolution Authorizing Contract with interested officer under Minn. Stat 471.88, subd. 5.

RESOLUTION AUTHORIZING CONTRACT  
WITH INTERESTED OFFICER UNDER  
Minn. Stat 471.88, subd. 5  
Resolution Number - 2020-09- GB

WHEREAS, Town Board of Sunrise Township, Chisago County, Minnesota is seeking the performance or acquisition of the following service:

Grading and snowplowing roads, mowing, hauling gravel, miscellaneous maintenance work

WHEREAS, Gerald Bjork is a supervisor of said Township and will be financially interested in the contract for the following described reason:

- He is directly providing the service as an employee of the Township.

NOW, THEREFORE, BE IT RESOLVED that the Town Board, upon a unanimous vote of the supervisors with the interested officer abstaining, finds that the service of \$22.00/hour is as low as, or lower than, the price at which the services could be obtained elsewhere at this time; and

BE IT FURTHER RESOLVED, that the Town Board, pursuant to Minn. State 365.37; 471.88, subd. 5; and 471.89, does hereby authorize a contract with Gerald Bjork for a wage of \$22.00 per hour; payment to occur on the service as agreed and upon the filing of a proper affidavit by the interested officer.

Motion carried.

**Little Library:** The Sunrise Board agreed that the Little Free Library may be placed next to the Royal Wilcox Community Center Sign.

**Judge Recommendation:** Motion by Eric Leivian, second by Gerald Bjork to accept the Judge Recommendations for the November 3, 2011 General Elections. Motion carried.

**Lead Maintenance Review:** Motion by Carl Peter “Pete” Johnson, second by Mark Osland to approve \$1.21 per hour (3.9%) raise with payment of 3 weeks vacation / remainder balance.

**Citizens Forum:** Patricia Peters: Ferry Road – Thanks for grading the road. Blue Signs – The blue sign is not installed correctly (12355 River Road). Lynn Wolleat to fix blue sign. Would like the road in front of her establishment blacktopped. Discussed bathroom at the park. Place on spring agenda for porta-potty.

**460<sup>th</sup> Culvert Replacement:** Approve the plans and specs (the bidding documents). Ad for bid that needs to be approved. Sunrise needs State Aide approval. Traffic control will be in the contract. Motion by Eric Leivian, second by Carl Peter “Pete” Johnson to approve plans and specs and authorize advertisement for bids. Motion carried

The totals shown for 460<sup>th</sup> metal culverts vs concrete culverts includes soft costs (design/admin/construction engineering). The construction estimates are:

1. \$173k for steel pipes
2. \$259k for concrete pipe

**Coronavirus Relief Funds Application (CARES Grant):** CARES Grant money needs to, be used for COVID related use such as streaming live and expenses to get this complete, additional elections supplies, touchless bathroom supplies, OWL, computers, ventilation systems. Clerk Kowalke check paper towel dispensers and soap dispensers. Eric Leivian to check on all the computer infrastructure and supplies.

Motion by Eric Leivian, second Carl Peter “Pete” Johnson and to disburse payment if necessary.  
Motion carried.

**Ferry Road:** Bid Opening happened on September 17, 2020. Received 9 bids. Bolton Menk recommends to award the project to New Look Contract, Inc. out of Rogers, MN. Motion by Jeske Noordergraaf, second by Eric Leivian to accept the.

**Ferry Road Easement Resolution:** There are a couple of the properties are government lots, and also the area of the easement to be purchased was slightly off. Jeske, Eric. Motion carried.

**TOWN OF SUNRISE, CHISAGO COUNTY, STATE OF MINNESOTA**

**RESOLUTION NO. 2020-09-17-1**

**RESOLUTION FOR FERRY ROAD**

**EASEMENT APPLICATION**

WHEREAS, on October 18, 2018, Sunrise Township submitted an application for the Department of Natural Resources State Park Road Account Program for improvements to Ferry Road located within Sunrise Township and within Wild River State Park for the benefit of its users; and

WHEREAS, the project limits include Ferry Road from Sunrise Road (CR 9) to the parking lot entrance near the Sunrise River Boat Landing and approximately 140 feet of Olson Road between Sunrise Road (CR 9) and Ferry Road; and

WHEREAS, on February 28, 2019, notification was provided that funding for improvements to Ferry Road was authorized to Chisago County on behalf of Sunrise Township; and

WHEREAS, an easement from the State is required for the improvements within Wild River State Park; and

WHEREAS, the easement and application fee are eligible costs in the State Park Road Account funding program.

WHEREAS, the required easement is described below and attached (Exhibit A):

- No. 1: SESE 32-36-20 (1.20 ac)
- No. 2: Government Lot 6 (1.87 ac)
- No. 3: Government Lot 7 (0.03 ac)

WHEREAS, the cost of the easement including application fee is \$26,997.78 (see attached Exhibit B).

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF SUNRISE AS FOLLOWS:

1. For reasons stated herein and per attached Exhibit A, a permanent easement is required for the proposed improvements.

2. As shown in attached Exhibit B, the reimbursable cost of the easement and application is \$26,997.78.
3. The Township hereby directs the Township Clerk to certify this Resolution, with the attached Exhibits A and B to the Chisago County Auditor.
4. The Township hereby directs the Township Treasurer to issue a check for the application fee in the amount of \$2,000 payable to the Department of Natural Resources to accompany the easement application.

Approved by the Town Board of the Town of Sunrise this 17<sup>th</sup> day of September 2020.

**Audit Update:** Date stamp will be ordered and mail will be date stamped.

**Country Financial – Replacement cost of maintenance building:** Motion by Eric Leivian, second by Gerald to keep replacement cost estimate for maintenance building the same. Motion carried.

**Board Member Meetings:**

Gerald: Regular Board mtg.

Eric: CCATO, PC, Audit mtg, Regular Board Mtg.

Jeske: Audit mtg., Regular Board Meeting

Mark: Regular Board mtg.

Pete: CCATO, PC, Regular Board Meeting

**Reviews:** Salary for clerk was discussed, treasurer review will be completed after outside audit is complete. It is the consensus of the Sunrise Township Board that the clerk and treasurer salaries and reviews be separated. Place clerk review on October agenda.

**Maintenance Update:** Working on Road signs for the last week. Lunzer's moved their mailbox post in the road. Clerk to send a letter needing a swinging mailbox and place at the bottom of the road because it will interfere with snow plowing and regular plowing. The edge of the mailbox should be where the slope goes down. Beavers are causing an issues on Hay Creek.

Motion by Eric Leivian, second by Gerald Bjork to adjourn at 8:49 p.m. Motion carried.

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Clerk Wendy S. Kowalke

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Carl Peter "Pete" Johnson, Chair