

**Regular Meeting Sunrise Township
Thursday, February 18, 2021
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
Jason Fredlund, Almelund Fire and Rescue
Kevin Johnson, Almelund Fire and Rescue
Rick Hines, Almelund Fire and Rescue

Approve Agenda: Motion by Jeske Noordergraaf, second by Mark Osland accept the February 2021 agenda. Motion carried.

Meeting Minutes: Motion by Jeske Noordergraaf, second by Eric Leivian to approve the January 2020 minutes. Motion Carried.

Clerk Update: Driveway reimbursements to be turned into Chisago County Zoning.

Treasurer Report: Treasurer Anderson went over treasurer’s report. Motion by Jeske Noordergraaf,, second by Eric Leivian to accept the treasurer’s report as presented with claims list 6238 through 6255. With no additional expenditures. Discussion took place regarding balancing with the outside audit. Paperwork has been turned into the outside audit company to be looked at. Motion carried

Levy and Budget for 2022: Motion by Eric Leivian, second by Jeske Noordergraaf to propose to the Citizens of Sunrise Township at the annual 2020 Township Meeting the following 2022 Levy and Budget:

- **Levy: 2022:** Motion by Jeske Noordergraaf, second by Mark Osland, to propose to the Citizens of Sunrise Township at the annual meeting to decrease the levy 2% for 2022 at \$531,375.54 and to continue the 2019 blacktop fund of \$100,000.00 through 2024. Motion carried.
- **2022 Budget:** Motion by Eric Leivian, second by Carl Peter “Pete” Johnson to propose to the Citizens of Sunrise Town budget at \$628,300.00. Motion carried

Commissioner Rick Greene Update: Not Present.

Almelund Fire Annual Contract: Jason Fredlund, Kevin Johnson, and Rick Hines. There were 121 total runs for the year. Sunrise Break down is 53 total runs, 18 fire runs and 35 EMS runs. Almelund Fire and Rescue has been working with Chisago County and will be respond to all water calls for Chisago County (anything from weapons, cars, fish house, etc.) 1993 Pumper truck needs to be replaced, air packs and bottles also needs to be replaced. A new tanker has been built. Motion by Jeske Noordergraaf, second by Carl Peter “Pete” Johnson to accept the 2021 Fire Contract of \$53,314.04. Motion carried.

Local Board of Appeal and Equalization Date: Thursday, April 29, 2021 at 9:30 AM

Old Business:

Citizens Forum: Patricia Peters wrote a letter of support for the LRIP grant for River Road / Mill Street. Patricia Peters is requesting corrections made to the following meeting minutes:

November 19, 2020 minutes: Patricia Peters is willing to help pay for her portion to have her property surveyed if needed.

August 20, 2020 minutes: Citizen Forum: last sentence – Patricia Peters would like it stated that she accepted Board Member Eric Leivian’s apology.

Patricia Peters mentioned that there was a letter sent out regarding imitation flowers that some citizens didn’t appreciate. Clerk Kowalke explained that this letter was sent out per Sunrise Township Board direction. Ms. Peters also mentioned that she didn’t appreciate the clerk discussing financial paperwork with the treasurer while she was presenting as it was a distraction. Clerk Kowalke apologized to Ms. Peters and explained that verification of paperwork should have been at another time.

Teleconference Option for March 9 Annual Meeting:

Due to COVID safety concerns and very limited seating for social distancing the Sunrise Township Board is going to recommend to reconvene the 2021 Annual Meeting at a later date.

Townships must convene their Annual Meeting on the second Tuesday of March, except for weather-related circumstances. However, no statute requires the voters to take any action on that day, so towns should not feel pressured to complete their business on that day.

A continued meeting is one that is held in more than one session, allowing the group to leave and return later. An Annual Meeting can be continued to later date if the voters pass a motion to continue the meeting to a specific date, time, and location for the reconvening. If voters continue their meeting it is important they do not adjourn the meeting. The advantage of a continued meeting is that it may allow voters to meet in-person later in the year when circumstances of the pandemic be different.

Sunrise Township is not set up to hold the Annual Meeting by telephone or video-conference methods.

Job Descriptions: A committee was formed to go over job descriptions. Place on March agenda.

Employee Policy: A committee was formed to go over employee policy. Place on March Agenda.

Annual Report: Clerk Kowalke went over the annual report to have available to the citizens of Sunrise Township.

Gravel: Township will be graveling several roads this year choosing the roads in the worst condition per the Lead Maintenance recommendations Place on March Agenda. Lead Maintenance to obtain at least 2 quotes for gravel.

Planning Commission Member: A new member is being looked for and a notice will be put on the Sunrise Township Web-site. Place on March agenda.

Group Life & Disability Program: March agenda.

Loader: Warranty on current loader up to May 2022.

Outside Audit Update: The outside auditor is showing a difference in the Road and Bridge Fund vs. Blacktop Fund. The Auditor is also requesting a list of payables from December 2019.

LRIP (Local Road Improvement Program): Application is close to complete. Engineer Mlejnek included as an alternate to have a paved trail.

LRIP (letter of Support): Cristina M. Mlejnek, PE received letter of support from Shane Stepp, Patricia Peters, Chisago County.

LRIP Resolution: Motion by Jeske Noordergraaf, second by Eric Leivian. Motion carried

**Town of Sunrise
Chisago County, Minnesota**

Resolution No. 2021-02-18-01

RESOLUTION SUPPORTING PURSUIT OF 2021 LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FROM MnDOT FOR THE RIVER ROAD/MILL STREET IMPROVEMENTS PROJECT

WHEREAS, the River Road / Mill Street improvements project includes River Road and Mill Street between County Road 9 and Wilcox Road and

WHEREAS, the River Road / Mill Street improvements project provides opportunity to improve the downtown Township area, and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,250,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development, and

WHEREAS, the Local Road Improvement Program (LRIP) requires a Township to have a county sponsor and the support of the County Board, and

WHEREAS, the proposed year for project construction is 2021.

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

1. The Town Board hereby supports the improvements of River Road/Mill Street, and
2. The Town Board hereby supports the Town's pursuit of Local Road Improvement Program (LRIP) funding and authorizes staff to prepare and submit such application, and
3. The Town Board hereby seeks the support by resolution of Chisago County to act as Sponsor for the Town of Sunrise's Local Road Improvement Program funding application and the associated project for the reconstruction of River Road and Mill Street and furthermore the Town Board hereby provides assurance that the Town will pay all costs associated with the project, not including application which will be borne by their consultant, and that town staff and consultant will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE TOWN BOARD OF SUNRISE, MINNESOTA, THIS 18TH DAY OF FEBRUARY 2021

Board Member Meetings:

Gerald: Regular Board mtg.

Eric: Regular Mtg., CCATO at Fish Lake, Audit Mtg

Jeske: Regular Board Meeting, CCATO at Fish Lake, Audit Mtg, Equalization Training

Mark: Regular Board Meeting, CCATO at Fish Lake, Audit Mtg.

Pete: Regular Board Meeting, CCATO at Fish Lake, Audit Mtg.,

Maintenance Update: Steve Forner couldn't snow plow on Iris Avenue because a car was parked on the road making it too narrow for the snow plow to get by. Gerald Bjork discussed some concerns with the Town Board regarding James Avenue & 475th needs new culverts. There needs to have a culvert fixed on Lowden Avenue. Other items discussed were: Iris Avenue (No parking on Iris road from 460th to 450th street - need to put up no parking signs). New pole barn needs electricity – needs a quote. Blacktopping additional roads was brought up.

Lead Maintenance Lynn Wolleat said there is problems with water freezing at the Royal Wilcox Community Center. The Sunrise Board presented a card to Gerald Bjork for all his years of service.

Motion by Jeske Noordergraaf, second by Eric Leivian to adjourn at 9:15 p.m. Motion carried.

Clerk Wendy S. Kowalke

Carl Peter "Pete" Johnson, Chair