

**Regular Meeting Sunrise Township  
Thursday, September 21, 2023  
Royal Wilcox Community Center**

Chair Jeske Noordergraaf called the Regular Sunrise Township Board Meeting to order at 7:00 p.m. Pledge of Allegiance was recited.

**Board Members Present:**

Jeske Noordergraaf, Chair  
Mark Osland, Vice Chair  
Dan Kaiser  
Greg Strom  
Carl Peter ‘‘Pete’’ Johnson

Treasurer: Karen Anderson  
Clerk: Wendy S. Kowalke  
Engineer: Cristina Mlejnec, P.E.  
Maintenance: Troy Montague

**Others Present:**

Peggy Pearson                                  Dylan Debel                                  Dave Kadlec  
Deah Szymanski                                  Mr. Albrecht

**Approve Agenda:** Motion by Dan Kaiser, second by Mark Osland to approve the September, 2023 agenda. Motion carried.

**Meeting Minutes:** Motion by Dan Kaiser, second by Carl Peter ‘‘Pete’’ Johnson to accept the August, 2023 meeting minutes. Motion carried.

**Clerk Update:** Attorney Couri & Ruppe, P.L.L.P will be increasing hourly rates to \$265 per hour for all general legal work and \$290 per hour for all development work. Employee drug and alcohol consortium testing complete.

**Treasurer Report:** Motion by Dan Kaiser, second by Carl Peter ‘‘Pete’’ Johnson approve Treasurer Anderson’s Report with claims list 7085 through 7118 with additional claims. Motion carried.

Jerry Hinz (25 pair of gopher feet at \$4.00 per pair) .....	\$100.00
Dylan Debel (63 pair of gopher feet at \$4.00 per pair) .....	\$252.00
LHB Surveyors (town Hall Site Plan) .....	\$1,200.00

John Deere Tractor sale dollars will go back into road and bridge fund.  
Jeske Noordergraaf requesting SSD total amount spent for the October 2023 meeting.

**Website:** Place on agenda in spring for more detail.

**Interim Use Permit – Keith Payne (absent) - Contracting Business in Ag District:** Keith Payne said at the Sunrise Planning Commission meeting said that up until now this business was run inside the home. Keith Payne is now locating the office outside the house. Keith said that they also put up a salt shed that has a concrete pad that is fully enclosed. Keith has 9 employees including himself. Keith is required to have a lactating room.

*Motion by Dan Kaiser, second by Mark Osland to accept the Sunrise Planning Commission recommendation to recommend for approval with no recommendations. Motion carried.*

**Ferry Road Maintenance – Wild River Snowmobile Club:** Place on October agenda. Jeske Noordergraaf will contact North Branch Sno-Drifters to attend the October 2023 agenda.

**Charlotte Wilcox Research Compensation Pay – Greg Strom:** Greg Strom indicated that Charlotte Wilcox does a lot of extra work for Sunrise Township and thinks she should be compensated. Jeske Noordergraaf mentioned that Charlotte Wilcox is keeping track of her hours to turn in to Sunrise Township for pay.

**Rural Village Center (RVC) Zoning District Boundaries and Uses:** Chisago County redoing their Zoning Plan. Jeske Noordergraaf read a memo from James McCarthy who is on the Chisago County Planning Commission. Greg Strom said because of all the setbacks there is not a lot that can be done in downtown Sunrise for businesses. Carl Peter “Pete” Johnson said that all the properties in downtown Sunrise are privately owned. Jeske Noordergraaf asked Sherry Stirling to have Kurt Schneider, Chisago County Zoning, to come talk at the CCATO meeting.

**East Central Regional Development Commission Board Nominations:** No action taken.

**Citizens Forum:** Deah Szymanski -Wants to protect agricultural land.

**Vibo Trail – Box Culvert:** Cristina Mlejnek reported ads went out for bid posted today. October 12, 2023 bid opening which will be virtual. Vibo Trail should be done this year.

**New Town Hall Update:** Greg Strom said that the CUP is ready for signature. Jeske Noordergraaf signed the CUP. Greg Strom will include a copy of plans, site plan and sewer design with CUP to Chisago County Zoning. The new town hall Parking Lot is 25' from ROW off the CR 9. The size of the possible future maintenance building would be 60 x 80 with 3 big doors. *Motion by Greg Strom second by Carl Peter “Pete” Johnson to accept the CUP with the site plan. Motion carried.*

Bid proposal: \$526,000. This includes the shell from Walters and all the interior work estimates from either Walters, Greg Strom or Carl Peter “Pete” Johnson. Greg Strom said that the shell could possibly be put up fall, 2023 but it will take 60 days to get the CUP and then we need to get the building permit. The next step will be to put the project out for bids once the CUP has been approved and Clerk Wendy will be the contact person. The ad will be put in the 2 local papers and on the website. Greg Strom said the specifications are sufficient to obtain quotes on the shell currently. Discussed getting bids on the whole project or just the shell. *Motion by Carl Peter “Pete” Johnson, second by Greg Strom to obtain quotes for just the shell. Greg Strom is going to put together a packet for Clerk Kowalke to distribute to interested bidders. Greg Strom will put the advertisement together. Motion carried.*

We also discussed who will be the general contractor on the building. Greg Strom and Carl Peter “Pete” Johnson think it can be done with Curt Miers from Walters Buildings. No decision made as there was no consensus on this and this decision does not need to be made yet.

Greg Strom will check on what the building permit for Sunrise Township new town hall at Chisago County Zoning.

**River Road / Mill St.:** Christina Mlejnek said that the flared ends were switched out. A final pay request will be put together by the October meeting.

**Roads in question of Plowing and turn arounds:** Greg Strom reported that Locke Avenue – 2 residents, 465<sup>th</sup> Street - 2 residents and John Ave. - 4 residents. Greg Strom said that to get accurate road descriptions, Sunrise should have a surveyor complete site work. The surveyor would come up with an accurate site plan with legal descriptions. The next step would be to send a letter out to the residents to agree to an easement. *Motion by Dan Kaiser, second by Greg Strom to send letters to citizen on Locke Avenue, 465<sup>th</sup> Street and John Avenue to obtain easements for snow plowing and turn-arounds to be received by Township by November 1. Motion carried.*

Jess Avenue is good. 460th is a township road to where Sunrise turns around. Tauer is not a road. Clerk Kowalke to send a letter to the Tauer Road resident to let them know that Tauer is not a road and Sunrise will not be snow plowing.

**Neighboring Driveway Issues – Jess Avenue:** Driveway neighbor off Jess Avenue: Charlotte Wilcox informed at the Sunrise Township Planning Commission there is an easement that goes east and west – it goes to Max Malmquist. In 1999 the court granted a 33-foot-wide by 1395-foot easement east to the west. Sunrise Township has no interest or jurisdiction in the easement – it is a private property issue.

**Maintenance update:** Troy Montague said that 90 percent of culverts replacements are done. Haycreek still needs to have culverts replaced. Graveling with Rydberg & Sons is complete for the year. 430<sup>th</sup> and Keystone were also graveled. 5,688 yards were laid down at this point. The Ford truck is down with exhaust sensors out. Troy Montague has been using his personal truck. Jeske Noordergraaf asked Troy Montague to keep track of his mileage on his personal truck to be able to be reimbursed for Sunrise Township business while the Township Ford truck is being repaired. Ziegler wants Sunrise to lock in labor rates and filter rates - this does not lock in fluid rates for service charge for coming out for approximately 3 years. *Motion by Jeske Noordergraaf, second by Mark Osland to lock in labor rates for the motor grader and loader. Motion carried.* Troy Montague said that he will need to rent a boom mower for fall. Tree trimming is slow. Clerk Kowalke to send bill to Burnside for post. Troy Montague will inform Clerk Kowalke how much the post cost from M&R Sign for billing purposes. Wilcox Road is chip sealed and lined.

Clerk Kowalke to send a letter to a resident on Ferry Road letting them know they are creating damage and need to apply for driveway permit, need a culvert and create an appropriate legal entrance.

Mark Osland informed the Sunrise Board that the State is looking at putting in a round-about on CR9 and HWY 95 for safety purposes.

**Board Member Meetings:**

Dan Kaiser: regular meeting,

Greg: regular mtg, planning commission

Jeske: CCATO, reg mtg, County working together

Pete: reg mtg,

Mark: CCATO, reg. mtg

Motion by Dan Kaiser, second by Carl Peter “Pete” Johnson adjourn at 8:50 p.m. Motion carried.

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Clerk Wendy S. Kowalke

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Jeske Noordergraaf, Chair