Regular Meeting Sunrise Township – Corrected
Thursday, January 18, 2024
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 Mlejnek, P.E.
Maintenance: Troy Montague

Others Present:
Bill Campbell, Adam Grovobe, Connie Grovobe, Deah Szymanski, Janet Swanson, Peggy Pearson, Daniel Sager, Charlotte Wilcox

Approve Agenda: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to approve the January, 2024 agenda with Greg Strom moving Sunrise Town Hall after maintenance update. Motion carried.

Meeting Minutes: Motion by Dan Kaiser, second by Mark Osland to accept the December, 2023 meeting minutes. Motion carried.

New Town Hall (off CR9) Bid Proposal Opening Meeting Minutes of January 16, 2024: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to approve the New Town Hall Bid Proposal Opening Meeting Minutes of January 16, 2024 meeting minutes. Motion carried.

Clerk Update: Clerk Kowalke informed the Town Board and the citizens that election candidacy filing for the March Town Board Election is closed as of Tuesday, January 16, 2024 at 5:00 PM. KSTP video up on Sunrise Township web-site – Richard Widmark. Clerk Kowalke informed the Town Board and the Citizens of Sunrise that meeting minutes only need to consist of motions and resolutions.

Treasurer Report: Motion by Dan Kaiser, second by Greg Strom to approve Treasurer Anderson's report with claims list 7212 through 7237 with one additional claim:

~~Compass Mineral America (salt)..... $6,339.14~~
Note added: Compass Mineral America was already in the regular treasurer pay report

Greg Strom said that all the costs for New Town Hall (located off CR 9) should be listed separate in the treasurer's report. Jeske Noordergraaf is requesting to have a special list for the New Town Hall (off CR 9) expenses totals every month. Jeske Noordergraaf is requesting the CenturyLink SSD total amount owed for the CenturyLink SSD on the treasurer's report of principle plus interest.

Treasure Anderson informed the Sunrise Town Board that the mower damage bill payment was received from Sedwick.

Clerk Kowalke to email MAT to make sure that the pillar damage was paid.

Motion Carried.

Place Treasurer Karen Anderson's review for February at 6:30 PM

Daniel Sager Variance: Property owner requesting a variance to zoning ordinance sections 4.03 and 6.06 in order to expand a legal non-conforming structure closer to the Ordinary High Water Level (OHWL) of the Sunrise River than required in the Sunrise River Overlay (SO) District. Motion by Dan Kaiser, second by Mark Osland to accept the Sunrise Planning Commission recommendation to approve the variance with no conditions. Motion carried

Tauer Road – Janet Swanson: Janet Swanson posed the question does there have to be a stop sign and street sign at the end of Tauer Road. Property owners do not like a public road through the middle of driveway. Tauer Road is a cartway. Greg Strom doesn't believe there needs to be a stop sign or street sign. The 911 address is Sunrise Road. Charlotte Wilcox said that Sunrise Township needs to maintain Tauer Road as Tauer Road does have a road order. The only difference between a road and a cartway is a cartway is 33 feet wide and a road is 66 feet wide. Jeske Noordergraaf said that Sunrise Township needs to be in compliance with signage. Greg Strom will check on signage with Chisago County. Place on February agenda.

Almelund Fire and Rescue – Annual Contract: No representative present. Place on February agenda.

Sunrise Township CUP – New Town Hall (located off CR 9). Greg Strom reported there was a special meeting held on January 16 where Walters Builders was awarded the bid.

Right of Way Management Ordinance Amendment: Motion by Dan Kaider, second by Carl Peter "Pete" Johnson to accept the Right of Way Management Ordinance Amendment:

ORDINANCE NO. 2024-01-18-01
AMENDMENT TO ORDINANCE 2017/04/20-7
RIGHT-OF-WAY MANAGEMENT ORDINANCE

The Town Board for the Town of Sunrise, Chisago County, Minnesota, hereby ordains that Section 1.09, Subd. 1(b) of Ordinance No. 2017/04/20-7 is hereby amended to state as follows:

(b) *Obstruction Permit.* An obstruction permit is required by a registrant to hinder free and open passage over the specified portion of right-of-way by placing equipment described therein on the right-of-way, to the extent and for the duration specified therein. An obstruction permit is not required if a person already possesses a valid excavation permit for the same project. Applicant, at Applicant's sole expense as a condition of the Obstruction Permit, shall cause a marker, approved by the Township, to be placed by all pillars or other pieces of equipment within the right-of-way that remain above ground.

This Amended Ordinance shall take effect and be in full force immediately following its adoption and publication by the Sunrise Town Board of Supervisors.
Adopted by the Town Board of Supervisors of the Town of Sunrise, this 18th day of January 2024.
Motion carried.

Jeske Noordergraaf also reported that there is an ordinance for Garbage Receptacle Placement Ordinance and a resolution certifying delinquent 911 address marker fees and related attorney's fees and interests ready to be enacted if needed.

Set Audit Date: Monday, February 26, 2024 at 6:00 PM

Annual Meeting Agenda Items: Subordinate Service District (SSD) update along with financials owed, current town hall (off River road) update, new town hall (off CR 9) update. Road report, bridge on Vibo Trail.

SSD Certification: Carl Peter "Pete" Johnson turned in final SSD certification into Chisago County Auditor.

Earned Sick and Safe Pay: Clerk Kowalke to contact MAT regarding Earned Sick and Safe Pay policy for townships.

Citizens Forum: Peggy Pearson concerned July meeting minutes. Clerk Kowalke to check the 2023 meeting minutes to make sure that the links work. Clerk Kowalke to check to make sure that the July 3, 2023 corrected minutes are posted. Clerk Kowalke to obtain bids for updating website as Sunrise Township's website is antiquated. Deah Szymanski suggested to talk with the City of Taylors Falls to see who set their website up. Kate Campbell said the website is not user friendly and there is at least 2 of the 2024 minutes that the link does not work.

Bill Campbell would like to be contacted to place a bid in for the New Town Hall (off CR 9) concrete floor. Bill Campbell was concerned that the septic will be able accommodate for the future maintenance building allowing for sewer. Greg Strom said Sunrise Township that is included in the sewer design. Greg Strom said that from here on out Sunrise Township will get quotes from at least 2 or 3 contractors. Jeske Noordergraaf said that Sunrise Township does not plan on obtaining a bond for this building as the citizens requested that it stay within the amount set aside for this. That includes ARPA funds, Town Hall funds and increase in taxes voted on last year.

Blue Sign Not Paid by Property Owner: Jeske Noordergraaf reported that the 911 blue sign has been paid for.

Ferry Road Maintenance: Peggy Pearson said that Ferry Road has not been marked by the snowmobile club. Troy Montague said Ferry Road is not marked going across CR 9 either. Troy Montague has not been able to get a hold of anyone from the snowmobile club. Kyle Johnson is not responding to Sunrise Township. Treasurer Karen Anderson will contact Kyle Johnson and ask him to talk with Troy Montague.

Vibo Trail: Engineer Cristina Mlejnek reported the project is complete. Jeske Noordergraaf signed Pay Request #1 and Certificate of Completion.

Citizens Committee Update on Current Town Hall on River Road: Jeske Noordergraaf reported that the Citizens Committee is looking at applying for a grant for historical society which is due in July. Chisago County is offering a grant writing 101 class. There are a couple of people on the committee looking at taking the class.

Noise Ordinance Signage Update: Jeske Noordergraaf reached out to Mn/DOT again. Jeske Noordergraaf sent out the Sunrise Township Noise Ordinance as requested by Mn/DOT. Mn/DOT will look at the cost and determine where the signs would be placed. Mn/Dot also wanted to make sure that the ordinance would be enforced for law enforcement.

Jeske Noordergraaf said that the sign that was installed on CR 9 will be moved in the Spring from 375th to 360th.

Treasurer Karen Anderson will contact Chisago County Sheriff's Office to find out who monitors the noise ordinance in Franconia Township.

Hire Part-time administrator: Dan Kaiser contacted Amador Township – Amador does not have an administrator. Carl Peter "Pete" Johnson contacted Chisago Lakes Township – Chisago Lakes does not have an administrator. Greg Strom contact Orrock Township. Orrock Township has someone at the township from 8:30 to 11:30 – usually the clerk. Planning Commission Member Charlotte Wilcox said she works anywhere from 5 to 10 hours a month on Sunrise Township issues. Greg Strom suggested that Jeske Noordergraaf start delegating Sunrise Township items to lessen the time she is spending on Township items. Please part-time administrator on April / May agenda.

Clerk Kowalke to obtain website updating quotes along with Carl Peter "Pete" Johnson. Place on February agenda.

Maintenance update: Troy Montague said that the truck has been down a couple of times. Doing a little bit of plowing on blacktop. Little trap rocking. Troy Montague will send address to Clerk Wendy Kowalke regarding a new driveway that he does not have paperwork for to check with Chisago County Zoning. Backhoe needs to get fixed. Troy Montague will put something together for the budget / audit meeting.

New Town Hall (off CR 9): Greg Strom said that Sunrise Township needs to enter into a contract with Walters Builders since they were awarded the bid at the January 16, 2024 meeting. Greg Strom said the Town Board needs to pick colors.

Sunrise Board decided on:
- Wall Steel - Ivory
- Roof and Wainscote – Beige
- Doors – Beige
- Windows – Marvin Pebble Grey

Steel will need to be ordered. Need to sign the contract. How to handle future payment to subcontractors. Contractors will want money down.
The entire Board will need to accept quotes for all the subcontractors and this needs to be done at meetings.

Board Member Meetings:
Dan Kaiser: regular meeting, New Town hall mtg
Greg: regular meeting, new town hall mtg, pc
Jeske: reg. mtg, Citizens Committee mtg for town hall, new town hall mtg
Pete: regular, new town hall meeting
Mark: reg. mtg, new town hall mtg

Motion by Dan Kaiser, Carl Peter "Pete" Johnson adjourn at 9:35 p.m. Motion carried.

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Clerk Wendy S. Kowalke Jeske Noordergraaf, Chair