Regular Meeting Sunrise Township
Thursday, March 23, 2023
Royal Wilcox Community Center

Vice Chair Mark Osland called the Regular Sunrise Township Board Meeting to order at 7:01 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. (absent)
Maintenance: Troy Montague

Others Present:

Peggy Pearson	Lynn Wolleat	Dave Kadlec
Patricia Peters	David Tollberg	Tyler Richter
Keith Johnson	Gregory Fenner	David Fenner
Darren Schneider	Shawn Ferguson	Julie Kadlec
Max and Allison Kleven	Courtney O'Connor	

Officer Oath and Signatures: Town Board Supervisors Carl Peter "Pete" Johnson and Greg Strom took Officer Oath and signed.

Approve Agenda: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to approve the March, 2023 agenda. Motion carried.

Appoint Chair: Mark Osland nominated Jeske Noordergraaf for Chair Person, second by Dan Kaiser – hearing no other nominations. Nomination accepted.

Appoint Vice Chair: Jeske Noordergraaf nominated Mark Osland for Vice Chair, second by Dan Kaiser – hearing no other nominations – nomination accepted.

IUP – Keith Johnson CSG 2, LLC – Amendment (Courtney O'Connor - Representing): Keith Johnson was present to discuss amendment. The original IUP had black spruce which is a swamp tree. Would like to do a mixed conifer. The building permit was applied for summer, 2022. The building permit is not closed at this point. Spruce, fir or Cedar Grove grow really fast. Condition 6 – Surety bond has to be in place. Trees are planted 3 staggered rows at 6 feet tall. Screening shall be maintained for the life of the project.

Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the recommendation of the Sunrise Planning Commission with one abstain – Mark Osland to approve the IUP amendment on the condition that only plantings will be varieties of spruce, cedar or fir, and no pine. Motion carried.

IUP – Maxwell & Allison Kleven (pole bldg. w/ toilet and sink): - Maxwell Kleven said they are planning on building a pole building with 40 x 64 with 16 foot sidewalls. Mr. Kleven is projecting the house to have a 25 foot peak with timber frame. Started a driveway on the property. Looking at doing all the milling inside the pole building. Looking at a 4-year plan.

Motion by Carl Peter "Pete" Johnson second by Dan Kaiser to accept the recommendation of the Sunrise Planning Commission to approve the IUP for a period of 12 months with the condition that the water and septic are not installed until the building permit for the house is issued. Motion carried.

Adopt Meeting Date and Time: Motion by Dan Kaiser, second by Mark Osland to hold Regular Sunrise Township Board Meeting on the 3rd Thursday of every month at 7 PM at the Sunrise Town Hall. Motion carried.

Designate Official Newspaper: Motion by Dan Kaiser, second Carl Peter "Pete" Johnson to designate the Chisago County Press to be the office Sunrise Township newspaper. Motion carried.

Set Compensation for Board Members: Motion by Dan Kaiser, second by Mark Osland for the Sunrise Township Board Members and Sunrise Township Planning Commission Members compensation to be $70 per meeting and $120 a month. Motion carried.

Designate Supervisor to Fill Duties: Supervisor Greg Strom volunteered to be the ex-officio for the Sunrise Planning Commission meetings.

Designate Official Posting Place: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to have the official posting place at the Royal Wilcox Community Center (Town Hall) community board. Motion carried.

Designate Bank as the Township Depository: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to continue with MidwestOne Bank of Chisago City, MN be the official designated bank. Motion carried.

Designate Signers on the Banking Accounts: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to have the entire board (Jeske Noordergraaf, Mark Osland, Carl Peter "Pete" Johnson, Dan Kaiser and Greg Strom) be the designated bank signers. Motion carried.

Confirm with Treasurer the Town Financial Reporting Form will be filed with State Auditor by March 31: Treasurer Karen Anderson confirmed the Financial Reporting Form will be filed with the State Auditor by March 31.

Identify when approval is needed for attending meetings: Motion by Carl Peter "Pete" Johnson, second by Dan Kaiser that the Regular Sunrise Board Meeting, CCATO Meeting, MAT meeting and County Board meetings can be attended without prior approval. Other meetings that come up will need to be decided as they arise on a case-by-case basis.

Confirm with Clerk the list Officers will be sent to the MN Association of Townships after Reorganization Meeting: Clerk Wendy S. Kowalke confirmed that the list of Sunrise Township Officers will be sent to the MN Association of Townships after the reorganization meeting.

Confirm w/ Treasurer Levy Report will be sent to Chisago County within a week after Reorganization Meeting: Treasurer Karen Anderson confirmed that the Levy Report will be sent to Chisago County within a week after the Reorganization meeting. *Motion by Mark Osland, second by Carl Peter "Pete" Johnson to have the entire 5% levy increase go towards the town hall fund and a separate Levy for the Blacktop Fund of $100,000.00 will continue through 2024, which the Citizens approved for 5 years in 2019.*

Treasurer Electronic Pay Policy: Motion by Dan Kaiser, second by Greg Strom to accept the electronic pay policy. Motion carried.

Appoint Sunrise Planning Commission: By the direction of the Sunrise Township Board, Clerk Kowalke to advertise on Facebook and Sunrise Township web-site for Sunrise Planning Commission open position. Place April agenda.

Meeting Minutes: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson, to accept the February, 2023 meeting minutes. Motion carried.

Canvass Board Meeting Minutes Approval: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the Canvass Board Meeting Minutes. Motion carried,

Clerk Update: County Materials Application is complete. Follow-up on Tiller Letter – April Agenda

Treasurer Report and Money Market: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to approve Treasurer Anderson's Report with claims list 6903 through 6929. Motion carried.

Treasurer Karen Anderson recommended to the Sunrise Town Board to transfer the checking account to a money market checking account. The current account is receiving .10% in interest and the money market account would be paying .50% in interest. No action by the Board at this time as information was still needed as to how many checks could be written, if ACH could still be done. Treasurer Anderson will find out the rest of the information needed to make a decision and the Sunrise Board know.

Anderson also informed the Sunrise Board that it was recommended by a MidwestOne representative that we might want to take the penalty on the Certificate of Deposit which is at 1.6% for 12 months and move it to a new Certificate of Deposit for 7 months at a rate of 3.7%. Treasurer Anderson did not have the amount of the penalty at this time. She is waiting for a call back from a banker. No action taken at this time as we are waiting for more information to make an informed decision. Treasurer Anderson will have new signature papers for the Board to sign at the April board meeting.

Sunrise Township must pay Wisconsin Sales Tax:

Appointment of Deputy Treasurer: Treasurer Karen Anderson proposed to appoint Eric Leivian as Deputy Treasurer. Sunrise Board will research. Place on April agenda.

Light Ordinance: No action taken as this has not been brought to the Board by any residents.

Board of Appeal and Equalization: Thursday, April 27 at 9:30 AM.

Locke Avenue – David Tollberg: Tollberg's homestead is at the SW corner of their property. Locke Ave ends at the NW corner of their property. The Tollberg's have lived there for over 40 years. Mr. Tollberg said that since he has lived there Sunrise has not placed any gravel. He has done all the maintenance. Gravel has been done to property line.

David Tollberg and David Fenner were present seeking clarification from the Board regarding the status of the southerly half of Locke Avenue. Fenner's mother owns the property on the west side of

the southern half and Tollberg owns the property on the east side. Both parties acknowledged that the southern half of Locke Avenue veers slightly to the east and the traveled surface is largely on the Tollberg property. Tollberg stated that the Township has been snowplowing the road all the way south to the dead end but that Tollberg himself has been doing all other maintenance on the southern half of the road for the past forty years. He said he has always considered it his driveway. Charlotte Wilcox provided copies of a drawing showing the road in question and the adjoining properties. She also distributed copies of the Minnesota statute regarding unrecorded township roads that are maintained by the Township, along with an explanation of the statute from the Minnesota Association of Townships road manual as well as an excerpt from an opinion given by a MAT attorney. Fenner and Tollberg asked the Board to take an official position on whether the southern half of Locke Avenue is a township road or not based on Township snowplowing over many years.

Charlotte Wilcox, Sunrise Planning Commission Member discussed Minn. Stat. 160.05 Dedication of Roads. Subdivision 1.

- Sunrise Township has not placed any gravel or maintenance past the property line.
- Mr. Fenner said it was plowed in winter and has not been graded in the summer. Grading has only been done to David Tollberg's property line. Mr. Fenner said his mother is now in nursing home and because of the possibility of land sales – platting and splitting / building road / cul de sac is being considered.
- Neither the state statute nor MAT attorney gives any weight to the reason why the township maintains the road for the convenience of the township does not have bearing on the maintenance; even if the road would be considered as having triggered the state statute for public right-of-way
- Supervisor Greg Strom said that platting could require a blacktop road – Township Developers Agreement.
- Mr. Tollberg would like someone to come and look at it – Supervisor Jeske Noordgraaf said they can look at it in the spring on the road tour.
- Supervisor Greg Strom said there needs to be 66 feet for road – if Sunrise Township would consider taking the road over the Township would insist on creating a hammer-head or some kind of turn around.
- Another option for platting would be to consider access by an easement if it is 20 or more acres.

Motion by Jeske Noordergraaf, second by Dan Kaiser to have Sunrise Township contact Attorney Ruppe to advise on Locke Avenue and other Township roads where Sunrise snow plows past the property line to turn around the equipment. Motion carried with one nay – Carl Peter "Pete" Johnson. Motion carried. Jeske Noordergraaf to contact Township Attorney Ruppe.

Patricia Peters – Snow Plowing Downtown Mill St. / River Road: Patricia Peters apologized to Carl Peter "Pete" Johnson about not being clear regarding Township conversation. Patricia Peter is requesting the January 19, 2023 meeting minutes corrected stating that Stepp Manufacturing is plowing across the road from "most of the plowing". Patricia Peters sent a letter to Stepp Manufacturing. Scott Stepp replied that they are plowing the south side of River Road and east side of Mill Street. Patricia Peters said before the letter Stepp Manufacturing plowed across the road and since the letter they have not plowed across the road.
Patricia Peters said that her phone line has disrupted and contacted CenturyLink. CenturyLink said the snow plow has cut the line in 3 places.

Patricia Peters – Park and Road Recommendations: Jeske Noordergraaf informed Patricia Peters Sunrise Township is waiting for snow to melt to look at downtown Sunrise and figure out what to do for parking. River Road parking will be straight in and Mill Street will need to park parallel. Patricia Peters said that Sunrise encroached on her properties. Patricia Peters spent money and have stakes place. Jeske Noordergraaf said that the Township wants to respect her property. Patricia Peters gave city planner information to Sunrise Board.

Purchasing Salt: Troy Montague would like to purchase 100 Ton of non-treated white salt from the State delivered which needs to be turned in by March 31, 2023 which will be cost approximately $9,000. Sunrise has to take at least 80% of requested salt or risk losing the option of purchasing from the State in the future. Motion by Jeske Noordergraaf, second by Dan Kaiser to approve the purchase of salt from the State. Motion carried.

Citizen's forum: Patricia Peters is wondering about a park committee. Jeske Noordergraaf said there is a lot on the Township agenda currently.
Eric Leivian – would like the town hall built at the 10 acre lot.

Noise Ordinance Update: Jeske Noordergraaf contacted the state. Signs are $1,500 each on State Highways. The State required a letter from the Chisago County Sheriff stating that they are willing to enforce the noise ordinance. Signs will be placed at the Sunrise Township boundaries on CR 9 and HWY 95. Jeske Noordergraaf will continue to work on signage. Place on April agenda.

Internet Funding Update: Jeske Noordergraaf contacted hometown fiber. Jeske Noordergraaf spoke with Nancy Hoffman and someone from Midco are looking at new funding at the end of June, 2023.

Vibo Trail – Box Culvert Grant Opportunity: April Meeting

Other Funding Opportunities: Place on April Meeting.

New Town Hall Update: Jeske Noordergraaf appointed Greg Strom and Mark Osland to work on the New Town Hall from this point forward. Sunrise Township is at the point where Sunrise needs a project manager. Carl Peter "Pete" Johnson will talk with Wayne Houle and find out what the costs are. Jeske Noordergraaf tasked every board member to come up with a project manager for Sunrise Township to contact. Morton Builders Sales Rep. Darren Schneider stated that Sunrise Township needs a more defined scope which would include fixtures on the inside – etc. for the next step. Mr. Schneider is going to send Sunrise Township information to help define the scope.

Maintenance update: No update

Board Member Meetings:
Dan Kaiser: regular meeting, budget meeting
Greg: regular mtg
Jeske: budget meeting, reg mtg., internet
Pete: budget meeting, reg mtg,
Mark: budget meeting, reg mtg.

Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson, to adjourn at 9:10 p.m. Motion carried.

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Clerk Wendy S. Kowalke Jeske Noordergraaf, Chair