Regular Meeting Sunrise Township - Corrected
Thursday, January 20, 2022
Royal Wilcox Community Center

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

Board Members Present:
Mark Osland, Chair
Carl Peter "Pete" Johnson, Vice Chair
Jeske Noordergraaf
Dan Kaiser
Eric Leivian

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

Others Present:
Clair Dickson
Peggy Pearson

Approve Agenda: Motion by Carl Peter "Pete" Johnson, second by Jeske Noordergraaf to approve the January agenda. Add Midco under new business. Motion carried.

Meeting Minutes: Motion by Jeske Noordergraaf, second by Dan Kaiser to accept the December 2021 meeting minutes. Motion carried.

Special Meeting held 1-14-2022 for ~~Ferry Road~~ correction: River Road / Mill Street: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the meeting minutes for ~~Ferry Road~~ corrected: River Road / Mill Street. Motion carried.

Clerk Update: Election candidate filing is complete. Street lighting off of River Road and CR 9 has been fixed.

Treasurer Report: Supervisor Eric Leivian went over the Treasurer report. Motion by Jeske Noordergraaf, second by Dan Kaiser to approve claims list 6496 through 6521 with no additional expenditures. Motion carried.

Place Savings account on February 2022 agenda.

Gravel: Lead Maintenance Lynn Wolleat said that Sunrise Township needs approximately 6,000 cubic yards of gravel to be crushed, hauled and placed. Lynn Wolleat will obtain quotes for February 2022 agenda. Place on February agenda to have quotes for gravel.

Audit and Budget Meeting: Set for February 22, 2022. As an outside audit is being done, the meeting will be to set the budget.

Audit Plan with Clifton Larson: Supervisor Jeske Noordergraaf explained that Treasurer Anderson has been working on filling out paperwork including releases for the bank. Clifton Larson is requesting all paperwork be turned in by February 1. The plan is to come on site February 10 and 11.

Treasurer Anderson is comfortable with that as long as everyone wears masks. There will be 2 to 3 auditors each day.

New Wheel Loader – Ziegler CAT: Supervisor Eric Leivian has been working with BJ at Ziegler Cat. The warranty on the current 938M Wheel Loader expires on May 28, 2022 and it is not renewable. There is some iron in the oil which is not abnormal. Proposal from Ziegler under the MN State Contract for same 938M Wheel Loader model with new snow equipment is approximately $290,022. Quote without new snow equipment and moving the existing snow equipment is approximately $249,227. There are 2,000 hours on Sunrise Township's current loader.

Sunrise Township can sell the current 938M CAT Wheel Loader in the open market for $150,000 to $160,000 with snow equipment. Without the snow equipment $135,000.

The snow equipment that came with the current load was originally on the front of the loader and had to be adapted to be moved to the current position. Lynn Wolleat is concerned that it will not be adaptable to the new load and recommends buying equipment that will fit.

Motion by Eric Leivian, second by Carl Peter "Pete" Johnson to purchase a new 938M wheel loader with all new snow equipment and with automated lubrication system. Motion carried. Sunrise Township will then sell the current loader.

Road Maintenance Agreement w/ Amador Township: Amador Township Board Member Pete Johnson said that Amador would take over snow plowing of 400th Street and drop down to do the triangle by Arlen Burnside in exchange for Sunrise would plow River Road from Loren Johnson's to the "T". Place on February 2022 agenda for finalization of grading and chloride agreement.

Clerk Review: Motion by Jeske Noordergraaf, second by Dan Kaiser to give Clerk Kowalke a $50.00 increase per month.

Midco: Supervisor Jeske Noordergraaf said Midco laid fiber wire along CR 11 to the Verizon Tower in Amador. Jeske Noordergraaf talked with Melissa Wolf of Midco regarding Sunrise Township and the need for internet. Ms. Wolf said she will talk with Nancy Hoffman, HRA/EDA and get back to Jeske Noordergraaf on internet options.

Ms. Wolf said there is Rural Digital Opportunity Funding (RDOF) event in 2020 where different companies bid to be the internet provider for different areas. Windstream bid on a part of Sunrise Township. Windstream is getting federal funds to come to this area. This does not cover the enire area of Sunrise that is in the Frontier phone zone.

Citizen Forum: Clair Dickson was present to discuss 475th Street. This was discussed under 475th and James agenda items.

New Town Hall Building Update: Supervisor Jeske Noordergraaf suggested that Sunrise Township look at other township buildings to have some comparisons. Supervisor Dan Kaiser looked at Chisago Lakes and said they had 2 different contractor doing contract work. One for the shell and another contractor for the inside. Dan Kaiser and Mark Osland will work on this for the March annual meeting.

475th and James: Supervisor Jeske Noordergraaf would like a professional water resource person to look at the water flow concerns. Cristina Mlejnek said she conferred with a water resource staff person from Bolton and Menk take a look at the water concerns. There isn't an actual watershed district in this area. Originally there were 2 rusty culverts replaced on James Avenue. Clair Dickson has 120 acres. Clair Dickson is objecting to a culvert on 475th. The Board informed Clair Dickson that Sunrise Township is in charge of the road. The problem that Sunrise Township is concerned with is that there is water over the road and can't have the water damaging the road. Jeske Noordergraaf said that Sunrise is going to have a professional look at this project. Cristina Mlejnek said that the wetland is on the whole westerly side. Place on February agenda. Motion by Eric Levian, second by Jeske Noordergraaf to hire Brett from Bolton and Menk to look at wetland / drainage issue. Motion carried.

Potential Park Funding (deadline 3-31-2022): Cristina Mlenjek said this is solicitation for additional funding, but does not need to be acted on. This grant comes up approximately annually.

New American Relief Fund (New CARES Grant): Dan Kaiser participated in a Minnesota Association of Townships webinar and it is recommended that there be a resolution to spend ARPA Funds on a lost revenue replacement category so ARPA funds can be spent on an as needed basis. Place resolution on February agenda. The extra check Sunrise received was a division of the remaining funds left over from Townships that did not apply for the funding.

Treasurer Job Descriptions: Motion by Eric Leivian, second by Carl Peter "Pete" Johnson to have the treasurer job description sent to the Sunrise Township Attorney. Motion carried.

Maintenance Job Description: Reviewed by Sunrise Board and a few additions added. Will be look at again in February, 2022.

Employee Handboook: Motion by Jeske Noordergraaf, second by Carl Peter "Pete" Johnson to approve employee policy. The employee policy has been seen by the Township Attorney. Motion carried. Copies will be made for all the Supervisors, Clerk, Treasurer and staff.

River Road / Mill Street: Engineer Cristina Mlejnek went over the time line. We've had a few meetings since early December to discuss design and last Friday met to finalize pedestrian facilities. Board went with curb / gutter next to the drive lanes and 5' shoulders / sidewalks. Needed to confirm this was within program guidelines. Regarding the 5' sections, concrete is certainly within guidelines and bituminous was potentially within guidelines. Also, additional funding for the project was requested and approved by the State. At the Sunrise Township Board meeting, the Board decided to move forward with the project as described and using concrete for the gutter and pedestrian walkway.

Ferry Road / Snowmobiles: The President of the Snow Drifters Snowmobile Club contacted Supervisor Jeske Noordergraaf to let her know that he liked Ferry Road. Mark Johnson, Wild River Trail Groomer, would like to get some brushing completed to the park. Salt placed on roadway tends to melt into the ditch causing melting there as well. As the primary responsibility is to people who drive on the road, salt needs to be used.

Cristina Mlejnek said there are some areas where the roadway goes over Peggy Pearson's property. Peggy Pearson has inquired about whether or not an easement was needed for the project over their property where there is no ROW. Sunrise Township may have to contact the Township Attorney to sort out easement issues. There are 2 different areas which is approximately 1/3 of an acre in total for

Peggy Pearson's Property. The ROW easement for Ferry Road was only planned just past the cemetery for Park property. Cristina Mlejnek is going to put verbiage together for Sunrise Township's attorney to look over.

Country Mutual Insurance: Reimbursement was received for policy cancellation. Remove from agenda as this is complete.

Jake Brake Ordinance: Remove from agenda. Supervisor Eric Leivian will contact Clerk Kowalke to place back on the agenda when Supervisor Leivian has time to review.

MATIT Insurance Acceptance w/ Resolution to be signed: Motion by Dan, Pete for exhibit A. Motion carried.

Resolution # 2022-01-20-1
Sunrise Township, Chisago County, Minnesota
A Resolution Approving Replacement Cost Coverage

Whereas, the town board has received information concerning the value of property owned by the Town; and
Whereas, the town board has determined that it desires to fully insure that property.
Now, Therefore, Be It Resolved, that the town board of Sunrise Township, Chisago County, Minnesota approved obtaining replacement cost coverage from the Minnesota Association of Townships Insurance Trust as set out in Exhibit A attached hereto and authorizes and directs the clerk to take any steps necessary to do so.
Adopted this 20th Day of January 2022.
Motion carried.
(Exhibit A – Property Valuation Acceptance Form)

Share driveway off Wilcox Road. Property owners have come to an agreement. Their driveways will not be separated at this time. Remove from agenda.

Royal Wilcox Community Center Sign Replacement: The signed will be replaced with an aluminum substrate sign at a cost of $225.00.

Damage to Mower: Remove from agenda.

Mailbox on road surface: Mailbox has been moved out of the roadway. Remove from agenda.

March regular meeting: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to move the Regular March Town Board Meeting to Thursday, March 10, 2022 which is one week earlier to be in conjunction with the Sunrise Township Election Certification. Motion carried.

Board Member Meetings:
Dan Kaiser: ~~Ferry Road~~ River Rd./Mill St. Special Meeting, ARP Webinar
Eric: ~~Ferry Road~~ River Rd./Mill St. Special Board Meeting, treasurer job description and employee hand book meeting
Jeske: ~~Ferry Road~~ River Rd./Mill St. Special Meeting, Meet with Patricia Peters
Mark:.~~Ferry Road~~ River Rd./Mill St. Special Meeting.
Pete: ~~Ferry Road~~ River Rd./Mill St. Special Meeting, treasurer job description, employee handbook meeting

Maintenance Update: snow removal and ice off roads. Steve Anderson started in November, 2021.

Motion by Dan Kaiser, second by Pete to adjourn at 8:47 p.m. Motion carried.

_____ _____

Clerk Wendy S. Kowalke Mark Osland, Chair