Regular Meeting Sunrise Township
Thursday, June 16, 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
Jeske Noordergraaf, Vice Chair (absent)
Dan Kaiser
Eric Leivian
Carl Peter "Pete" Johnson

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

Others Present:
Peggy Pearson
Clair Dickson
Reed Miner
Lynn Wolleat
Victoria Heydt

Sunrise Town Board expressed their sincere appreciation to Lynn Wolleat for all of his years of service.

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

Meeting Minutes: Motion by Carl Peter "Pete" Johnson, second by Dan Kaiser to accept the May 2022 meeting minutes. Motion carried.

Clerk Update: Election Judge training and applications are underway.
August 2021 Meeting Minute Clarification: Under Ferry Road: add at the end: from the parking lot to the river and the state parking lot.

Treasurer Report: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to approve claims list 6636 through 6664 with the following additional expenditures.
Blacktop Fund: Black top fund account was discussed – place on July agenda for clarification on fund balance and remainder of time frame.

Mark Osland (Lynn retirement cake and supplies).....$46.66
Motion carried.

Possible Bank Change: Because MidWestOne Bank and complete the direct deposit for employee pay bank change is not necessary.
Automatic Deposits: MidwestOne for direct deposit documents were signed. There is some training and double security code will be put into place. Cost for direct deposit will be approximately $5.20 for every transaction for one employee at this point. There would be additional minimal cost for additional employees / elected official for this option.
CD's: List of CD's for Marine Bank were provided from the beginning May rate.

Commissioner Rick Greene: Absent.

Lead Maintenance Temporary Insurance Increase ($900.00 to $1,106.04): There is a new plan coming out in November, 2022, effective January, 2023. Because Sunrise Township is currently signed up under Lynn Wolleat for the current insurance plan, Sunrise cannot change the insurance plan / rate until November, 2022. Motion by Dan Kaiser, second by Eric Leivian to approve the temporary increase for insurance from $900.00 to $1,106.04. Motion carried.

Judge Recommendation: Motion by Dan Kaiser, second by Eric Leivian with one abstain (Carl Peter "Pete" Johnson) to accept the August Primary Judge recommendations adding James McCarthy to the list. Motion carried.

450th Street: Place on July agenda. Ask Charlotte Wilcox for an update.

Gravel Contract: Due to the unforeseen economy, Rydberg & Sons is asking for a $3.00 (approximately a 20%) increase per yard which is $18,000. Even with the increase Rydberg & Sons quote would still be the lowest quote. This is unique circumstances and this is not out of line and Rydberg has never asked for something like this before. Motion by Mark Osland, second by Carl Peter "Pete" Johnson to accept the $3.00 per yard increase. Motion carried.

Stipend – Dave Stertz for driving road tour: Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to pay the federal mileage rate (62.5 cents for mileage for 80 miles) and 5 hours at $23.92 per hour for a total of $169.60.

National Night Out: Tuesday, August 2, 2023. Clerk Kowalke to send out National Night Out post cards by the end of the first week of July.

Citizen Forum: NONE

475th and James Culvert Placement: The delineation will be sometime in July. Lead Maintenance Troy Montague is working on getting quotes for the ditch cleaning/regrading, install pipe and lower driveway culverts.

River Road / Mill St. Resolution accepting the grant money. Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the resolution accept grant money. Motion carried.

Resolution
Exhibit E for Grant Agreement to State Transportation Fund
Local Road Improvement Program
Grant Terms and Conditions
SAP 013-592-001
June 16, 2022

WHEREAS, Sunrise Township has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and
WHEREAS, the amount of the grant has been determine to be $365,000.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Sunrise Township does hereby agree to the terms and conditions of the grant consistent with Minnesota Statues, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper Township officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above referenced grant.

Agreement for the LRIP: signed
Exhibit C: Property Certification: Signed
Contracts were signed after received back from Knife River.
Knife River to start in August
CenturyLink is going to replace copper on the West side of Mill and looking to start the end of July.

New Town Hall Update: Dan Kaiser is setting of meeting for the end of June.

Employee Handbook – Comp Time: Full-time employees are salary. Comp time is designed for hourly employees. It is up to the full-time employee to manage their time along with the current overseeing supervisor. There also should be no comp time carried over for the year – it is either use it or lose it. Salary is salary – unless the hours worked make you earn less than minimum wage. It is the consensus of the Sunrise Town Board there will be no change in the handbook.

New American Relief Fund: Place July agenda for updates.

Laptop and software for Troy: Eric Leivian informed the Sunrise Board that the laptop is set up in the shop. The existing printer works great and is synced with the current printer – so no new printer needed.

Road Tour Update:

- Wilcox Road needs maintenance – Cristina Mlejnek will let the Sunrise Board know when it should be chip sealed.
- Kost Trail needs shaping and ditch work, base needs to be worked on. 475th and James was looked at – Lead Maintenance Troy Montague was able to look at what needs to be completed.
- Ferry Road marks from snowmobiles – there doesn't seem to be much damage except for some of the seal was taken off. Grates / trash guards are needed on the on the culverts. No parking signs are ordered and will be installed when received. A citizen question was wondering how Ferry Road is going to be repaired – The township will be responsible for repairs outside the park easement. There will be routine maintenance for Ferry Road.
- Trulson Road – culvert is about half full of sand – need to leave 1 foot of sand in bottom
- 380th has 1 frost boil
- 378th has pot holes and needs gravel
- Vibo Trail – should plan to gravel in the next couple of years
- 361st – should be gravel this year
- Kost Dam Road – replacing culvert between Vibo and Kost – should gavel this year
- Keystone Road – Sunrise Township does maintain the south piece that is gravel
- 380th off keystone – private drive sign on dead end

- Lantz – graveled in 2021
- Haycreek – 3 culverts plugged and water is almost over the road – maintenance to clean
- Iris – should gravel
- 450th – should gravel
- Whispering Ridge – need to send letter regarding 2nd driveway

Ferry Road follow-up: Cristina Mlejnek gave the following report from the December 2021 meeting minute follow-up items:
Clear Zone: Completed per Park request
Closures: park retains the right to close the road for flooding beyond the parking lot (this doesn't come into play with the easement)
Protecting unpaved portion (north of parking lot): park responsibility
Horse use: Fine to include
Snowmobile use: Park rules will remain in effect – nothing has been affected by Sunrise Township easement. The park will maintain the road surface easement inside the park – more clarification to come from the Park.
Deer Hunting: November 2020 time frame has come and gone for their deer hunt.

Mark Osland and Jeske Noordergraaf will meet with Wild River Snowmobile Club, DNR, Wild River Park to follow-up and clarification of snowmobile use per citizen request. Place on July agenda

938M CAT Wheel Loader: Eric Leivian reported that the wheel loader is on track to be delivered by the end of June. Sunrise Township will keep the front plow and the wing – the wheel loader will need a post. Mark Osland will reach out to Oxford Township to discuss their obtaining the current wheel loader. Lead Maintenance Troy Montague will coordinate to get the grader seal coated.

Tractor and Ditch Mower: Lead Maintenance Troy Montague will keep on the look out for a new tractor.

Internet update: No action taken.

Radios and base: There are radios in each vehicle. Complete. Remove from agenda.

Maintenance update: New Look will fix the washouts and biolog. Hauling gravel – Kost Dam went to the intersection – not to the end of the road – wanted to get the culvert replaced in front of the new house before continuing and Vibo Trail and started on Mica today. Calcium Chloride will start next week. Troy Montague will be out next week. Dump Truck was in the shop and fixed now. Troy Montague talked with the City of Maple Grove about their playground set that Sunrise may be able to obtain. Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to obtain playground equipment for $2,500 of less. Motion carried. The City of Maple Grove is willing to help disassemble and load.

Board Member Meetings:
Dan Kaiser: reg mtg.
Eric: CCATO, reg mtg., 2 road tours
Jeske: absent
Mark: CCATO, 2 road tours, mtg w/ Troy, reg. mtg.
Pete: reg mtg., 2 road tours

Additional Items discuss: Kayak launch was discussed with DNR grant money. Create more parking in the alleyway was discussed. Trail / sidewalk around the ballfield.

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

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Clerk Wendy S. Kowalke Mark Osland, Chair