Regular Meeting Sunrise Township
Thursday, March 17, 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
Carl Peter "Pete" Johnson
Dan Kaiser
Eric Leivian

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

Others Present:

Clair Dickson	Rob Holden
Jason Clair	
Crystal Clair	Glenn Dickson
Peggy Pearson	Shane Stepp
Dan Harrington	Bobbi Harrington

Officer Oath: Officer Oath taken by Clerk Kowalke and Supervisor Jeske Noordergraaf. Oath signed.

Appoint Board Chair: Motion by Jeske Noordergraaf, second by Carl Peter "Pete" Johnson to appoint Mark Osland for Chair. Hearing no other nominations – motion passed.

Appoint Board Vice Chair: Motion by Dan Kaiser by Eric Leivian to appoint Jeske Noordergraaf as Vice Chair. Hearing no other nominations – motion passed.

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

Meeting Minutes: Motion by Jeske Noordergraaf, second by Eric Leivian to accept the February 2022 meeting minutes. Motion carried.

Approve Canvass Board Meeting Minutes: Motion by Dan Kaiser, second by Eric Leivian to approve the 2022 Canvass Board Meeting Minutes. Motion carried.

Clerk Update: No clerk updates. Place Road Tour on April agenda.

Treasurer Report: Motion by Dan Kaiser, second by Jeske Noordergraaf to approve claims list 6546 through 6569 with the following additional expenditures. Motion carried.

ECM.....259.78
John Litchsheidel.....$100.00

Jeske Noordergraaf discussed checking into putting some money into other accounts for a better interest rate. Treasure Anderson will check with other banks to do comparisons. All money is insured. Treasurer Anderson to contact Lake Area Bank for the bond payment and interest rate for CenturyLink. Place on April agenda.

Electronic Approval Policy for Payment: Motion by Carl Peter "Pete" Johnson second Jeske Noordergraaf to accept the Electronic Policy for 2022. Motion carried.

Appoint Sunrise Township Planning Commission: Motion by Jeske Noordergraaf, second by Carl Peter "Pete" Johnson to reappoint the current Sunrise Township Planning Commission of Charlotte Wilcox, Greg Strom, Tyler Richter, Ted Krause and Tom Chaklos for another year.

Audit Plan: In progress.

Sno-Barons Liquor License: Motion by Mark Osland, second by Carl "Peter "Pete" Johnson to accept the Sno-Barons Liquor License 2022 liquor license with the appropriate dates of the Hay Days Event to be added to the license paperwork. Motion carried.

MAT List of Officers to be sent to MN Association of Townships: Clerk Kowalke to send in the list of Board Members to MN Association of Townships office.

Official Newspaper: Motion by Dan Kaiser, second by Eric Leivian to approve Chisago County Press as the official Township paper as they are the only paper that meets the legal state paper requirements statutes.. Motion carried.

Set Compensation pay for Board Members and Planning Commission Members – per citizens from Township Annual Meeting: There was a motion by David Stertz, second by Lynn Wolleat to increase the Sunrise Township Board Member and Planning Commission Member pay of $10 per meeting going from $60 to $70 per meeting and 20% monthly stipend increase going from $100 per month to $120 per month for Board Members effective March 2022 which passed. Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the proposed increase from the annual meeting. Motion passes with one Nay (Eric Leivian).

Official Township Posting Site: Motion by Jeske Noordergraaf, second by Dan Kaiser to approve the Royal Wilcox Community Center Posting Board as the official posting for Sunrise Township. Motion carried.

Official Township Bank: Motion by Eric Leivian, second by Carl Peter "Pete" Johnson to designate MidwestOne Bank, Lindstrom, MN as the official Township Bank. Motion carried.

Official Depository Signatures; Since there was no change at the March Township Elections and all Town Board Members remain the same, there is no need to complete new depository signatures at MidwestOne Bank.

Financial Report Form to be completed and filed with the State Auditor's Office by March 31 deadline: Treasurer Karen Anderson to file the Financial Report Form with the State Auditor's Office by March 31.

Treasurer to send the Levy Report Form to Chisago County: Treasurer Karen Anderson to file Levy Report form with the Chisago County Treasurer / Auditor's Office. Clerk Kowalke to check with Auditor's office for levy report form.

Tech Equipment Set-up: Treasurer Karen Anderson to contact Bit Works to make sure scanning works properly on new laptop computer.

Ferry Road No Parking Ordinance: Board Member Eric Leivian to make corrections and forward to Clerk Kowalke for April Agenda.
Wording for Section 2: Parking Prohibition. No person or party shall park any vehicle on either side of Ferry Road from the North end of the Cemetery to the Sunrise Landing Parking lot.

Mill / River No Parking Ordinance: Cristina Mlejnek said parking will be on the outside of the curb and gutter. There is no on-street parking. To get funding we must have no parking on the road way. Place on April meeting for corrections to the ordinance. Cristina Mlejnek to amend ordinance and forward to Sunrise Township Clerk Kowalke to place on April agenda.

More Ferry Road: Jeske Noordergraaf brought up that More Ferry Road is a dead end road and does not get maintained all the way to the end. Shane Stepp said that this is one of the reasons why the township put a developer's agreement in place. Jeske Noordergraaf will check into the maintaining of the road. Place of April agenda.

Board of Equalization Meeting: Thursday, April 28, 9:30 AM

Citizen's Forum: A citizen said that the January 2022 minutes needs to be corrected. The meeting minutes state that there was a special meeting held for Ferry Road and should say River Road / Mill St. Clerk Kowalke to correct minutes and have it updated on the web-site.

New Town Hall Updates:
Task Force: Citizens that are interested in being part of the new town hall task force are: Shane Stepp, James McCarthy, Bobbi Harrington, Tyler Richter, Ted Krause, Dan Kaiser, Carl Peter "Pete Johnson:

475th and James Culvert Placement: Cristina Mlejnek proposed completing a topographical survey. Motion by Eric Leivian, second by Jeske Noordergraaf to complete the survey. Cristina Mlejnek said that the snow needs to gone before this survey can be completed.

American Rescue Plan Funds: Place on April agenda.

Job descriptions and Employee Handbook: The final job descriptions and employee handbook have been received from Township attorney. Motion by Dan Kaiser, second by Carl Peter "Pete" Johnson to accept the final handbook and employee job descriptions (maintenance and treasurer). Motion carried.

Mill St. / River Road: Cristina Mlejnek discussed that there were a few comments on striping and street crossing. The cross-walk is going to be west of the guard rail. The other end of the sidewalk will be on Wilcox Road. Cristina Mlejnek will check to see about having ped ramps placed. Sunrise Township can choose to put more crosswalks in at a later time. Cristina Mlejnek will inquire about 2 addition ped ramps. Cristina Mlejnek doesn't recommend fog lines. It is the overall feeling that there

does not need to have center striping. Designer put no parking on street sign. Cristina Mlejnek will put together information for a permanent easement to be drawn up by township attorney. Eric Leivian mentioned there may be an area that can be created as public property between the ballfield and the cartway. This project does not pay for a parking area. Cristina Mlejnek is requesting the Sunrise Towns Board approve the plan set so this can be advertised. Motion by Jeske Noordergraaf, second by Eric Leivian to approve the plans and specs and authorize advertisement for bids. Motion carried.

Drug Consortium: Clerk Kowalke is in contact with Chisago County to continue to be in their random drug check pool once a new company is contracted with. Sunrise Township would like to include the lead maintenance and the 2 part-time employees.

Road Maintenance Agreement with Amador Township: Jeske Noordergraaf stated there is a verbal agreement between Sunrise Township and Amador Township that Sunrise Township will plow, grade and maintain River Road through Amador Township to the intersection with Oriole Avenue. Amador Township will plow, grade and maintain both 400th street from Poor Farm Road to Oriole Avenue and the section formerly or Oriole Road where Oriole makes a 90 degree curve to the East which is North of HWY 95. Place on April agenda for further clarification.

938M CAT Wheel Loader: Eric Leivian said that the new 938M CAT Wheel Loader will be delivered the first week of June. BJ from Zeigler has not given an updated quote on snow equipment installation. Discussed rust coating and rust proofing the grader which would be an addition $6,000; the wing would be an additional $500; washing and freight is $1,600.00. Oxford Township is interested in the current Sunrise Township Wheel Loader. Place on April agenda.

Internet Update: Jeske Noordergraaf has not heard anything from Chisago County on Home Town Internet. Jeske Noordergraaf will contact Nancy Hoffman from HRA / EDA for further information on internet options.

Ferry Road / Snowmobiles: Mark Osland took a look at Ferry Road and said that in his opinion Ferry Road is in pretty good shape. Lynn Wolleat also said that there has not been any damage. There is a resident out snow plowing with his bobcat on Ferry Road.

Pay Request for Ferry Road: Cristina Mlejnek presented a 3rd pay request from Bolton and Menk for Ferry Road. Motion by Eric Leivian, second by Carl Peter "Pete" Johnson to accept third pay request. Motion carried. There was a question brought forth from Martha of DNR that snowmobiles travel through after the 10 PM park closure time. Sunrise Township's easement is only to the parking lot – so this would not apply. Cristina Mlejnek will check on this. Place on April agenda.

Lead Maintenance Job Resumes: Sunrise Township has received 13 applications. Board will meet at 10 AM on Friday, March 18, 2022 to discuss the resumes and plan interviews. This will be a closed meeting.

Maintenance update: Lynn Wolleat is dealing with frozen culverts. Water going over the end of Kost Dam Road. Lynn Wolleat said this will pose a problem very soon. Sunrise may have to rent a pump.

Board Member Meetings:
Dan Kaiser: Audit, CCATO, Regular Board Meeting, Canvass
Eric: Canvass, Regular Board Meeting
Jeske: Regular Board Meeting, Audit, Canvass
Mark: Regular Board Meeting, Audit, Canvass, CCATO
Pete: Regular Board Meeting, Audit, Canvass, CCATO

Motion by Carl Peter "Pete" Johnson , second by Jeske Noordergraaf to adjourn at 9:02 p.m. Motion carried.

Clerk Wendy S. Kowalke

Mark Osland, Chair