Regular Meeting Sunrise Township
Thursday, January 15, 2026
Sunrise Town Hall, 12080 Sunrise Road, Harris, MN 55032

Chairperson Carl Peter "Pete" Johnson called the Regular Sunrise Township Board Meeting to order at 7:00 p.m. Pledge of Allegiance was recited.

Board Members Present:

Carl Peter "Pete" Johnson, Chair	Clerk: Wendy S. Kowalke
Mark Osland, Vice Chair	Treasurer: Karen Anderson
Phillip Meers	Engineer: Cristina Mlejnek, P.E.
Greg Strom	Maintenance: Troy Montague
Adam Grobove III	Maintenance: Dave Kadlec

Others Present:

Peggy Pearson	Lynn Wolleat	Kimberly Meers
Eric Leivian	Charlotte Wilcox	Dave Kadlec

Approve Agenda:
Motion by Mark Osland, second by Carl Peter "Pete" Johnson to approve the January 2026 agenda with adding SSD Recertification, move treasurer report towards the end of the agenda Motion carried.

Meeting Minutes:
Motion by Mark Osland, second by Adam Grobove, III to accept the December 2025 meeting minutes. Motion carried.

Clerk Update:
Clerk Kowalke gave an update on the March 2026 Township Elections. Election candidacy is now closed. There are two candidates running for Supervisor Position A, two candidates running for Supervisor Position B and one candidate running for Clerk Position.

Subordinate Service District (SSD) Recertification:
Eric Leivian explained the vast majority of SSD parcels are set at the payment of $127.66 standard payment. There were four new homes built in the SSD in 2025. Motion by Carl Peter "Pete" Johnson, second by Adam Gobove, III to recertify the 2025 SSD payment and send to the Chisago County Auditor. Motion carried.

Supervisor Meetings and Approval Criteria:
CCATO, Sunrise Township Board Meetings and Township Special Meetings were approved by the Sunrise Town Board at the December, 2025 meeting. Other trainings, meetings, over-night meetings and mileage need prior approval by Sunrise Township Board. The Town Board is not discouraging a Board Member to go to any training they would like, but can't expect the Sunrise Town Board to approve pay. Greg Strom– most trainings are on-line and free and doesn't want to the tax payers to pay for something that is on-line that you can do at home If there is something that pops up there still needs to have Board approval. Adam Grobove, III believes it is important to understand the law, that's through training. MAT does offer trainings. Adam Grobove, III also mentioned that mistakes can be made which can cause the township penalties. Adam Grobove, III believes the Board should be making educated decisions. Greg Strom said being a Town Board Member is not a moneymaking job.

Greg Strom reported that while building the New Town Hall he never charged the Township for one meeting or mileage for the building of the building. Greg Strom went over meeting submissions for Town Board Supervisors for 2025 and believes submittals need to get under control and have prior Town Board approval.

Supervisor Meeting and Approval:
Adam: Regular mtg., contractual meeting with North Branch Fire Branch Fire (need new ladder truck and repairs on fire hall, (Adam did not charge for the fire meeting)
Greg: regular meeting
Phillip: Regular meeting
Pete: regular meeting
Mark: regular meeting,

Adam Grobove, III is requesting to be able to attend the March 2nd Capital Day being hosted by MAT. Place Adam Grobove, III request on the February, 2026 agenda.
Motion by Mark Osland, second by Phillip Meers to approve regular and CCATO meeting. Motion carried.

Snow Plow Policy:
Motion by Mark Osland, second by Phillip Meers to adopt Snow Plow Policy Number 2026-01-15-01 to include the verbiage of: Sunrise Township uses a small amount of salt in the solution along with grit which will be determined by Lead Maintenance. Motion carried.

Sunrise Township
Snow Plowing Policy
Policy Number: 2026-01-15-01

SNOW PLOW POLICY STATEMENT: Sunrise Township, Chisago County, Minnesota, has the safety of the traveling public and Township residents as its main concern and priority.

GOAL: The Township's goal is to have all Township roads passable within a reasonable amount of time after snowfall stops. Plowing priorities reflect a commitment to keeping key roads open to serve critical facilities and provide access between our community and County and State roads and highways.

THE TOWNSHIP DOES NOT ASSURE A COMPLETELY BARE ROAD AND WILL NOT NORMALLY SAND THE ENTIRE SECTION OF ROADWAY.

SNOW REMOVAL PROCEDURE

1. **PLOWING:** The Township will not plow until after a snowfall has stopped. During extended periods of snowfall, exceptions may be made when accumulations exceed four (4) inches, or when snow is particularly heavy, wet or icy.

   Snow plows will not be sent out in conditions deemed by Township Maintenance to be hazardous. Snow plowing may be stopped during low visibility or conditions otherwise determined to be hazardous by the Snow Plow Operator.

   If snowfall stops during regular working hours, plows may be dispatched at that time. If the snowfall stops during night or early morning hours, plows will be dispatched at an early morning time according to the conditions. Weekend plowing will be handled in a similar fashion.

NOTE: Sunrise Township uses a small amount of salt in the solution along with grit which will be determined by Lead Maintenance.

2. **RESIDENT / PRIVATE PLOWING**: State Law prohibits, and Township Policy forbids Township equipment and Drivers from plowing private roads or drives.

3. Residents are reminded that **it is unlawful** to plow snow from driveways into or across Township roads. This can create safety hazards from the ruts made in the road and the gravel on the road is pushed into the ditches. Sunrise Township will not be responsible for damage to substandard mailbox installations.

4. **MEDICAL PRIORITIES:** Upon written request, the Township will attempt to facilitate medical care and the providing of access during Medical Emergencies. The Township will not be deemed to know of any Medical problems unless a written Notice is delivered to the Township Clerk.

Any such notice shall be deemed to automatically expire at the end of each snow plow season and will need to be renewed annually by written notice.

INFORMATION: Questions regarding snow removal and / or road conditions should be directed to the Township Garage at (651) 674-0113

Employee Handbook:

Clerk Kowalke to add verbiage to the employee handbook stating that "The Employee Handbook is not a contractual agreement between the employer and employee". Clerk Kowalke to add Earned Sick and Safe Pay (ESST) and MN Paid Medical Leave to the employee handbook. Place on February agenda for signage.

Election Judge Appointment Resolution for March Township Elections:

Motion by Adam Grobove, III, second by Phillip Meers to accept the appointment of election judges. Motion carried.

RESOLUTION
APPOINTING ELECTION JUDGES FOR
SUNRISE TOWHSIP MARCH 10, 2026 ELECTION
Resolution #: 2026-01-15-01

WHEREAS, Minnesota Statutes § 204B.21 allows Sunrise Township to appoint an election judges;

WHEREAS, Minnesota Statutes § 204B.19, subdivision 2 requires that an election judge (1) can read, write, and speak the English language, (2) is not the spouse, parent, child, or sibling of any election judge serving in the same precinct or any candidate of the election, (3) is not domiciled, either permanently or temporarily with any candidate at the election, or (4) is not a candidate in the election;

WHEREAS, the base number of required election judges for an election in Minnesota under Minnesota Statutes § 204B.22 has been determined to be a minimum of 4 for the precinct of Sunrise Township;

WHEREAS, the clerk recommends the appointment of five (5) judges due to the anticipated voter turnout, election judge availability, and necessity of maintaining party balance at all times during the day; and

WHEREAS, the following list of judges fulfills the requirements listed in Minnesota Statutes §204B.19, subdivision 2:

Brenette Harrington	Joyce Meyers	Rick Olseen
Marc Dronen	Jenell Johnson	

WHEREAS, under Minnesota Statutes § 204B.21, subdivision 2, a resolution is mandatory if the appointment of the election judge is within 25 days of the election in which the election judge will serve.

WHEREAS, 03/10/2026 is the date of the election in which the election judge is to serve for the Sunrise Township March Election;

NOW, THEREFORE BE IT RESOLVED: the Town Board of Sunrise Township hereby appoints the following election judges as eligible to serve in the Sunrise Township March Election on Tues., March 10, 2026:

BE IT FURTHER RESOLVED, Brenette Harrington is designated the Head Election Judge;

BE IT FURTHER RESOLVED, the Town Board of Sunrise Township hereby authorizes any election judge to be compensated as required by Minnesota Statutes § 204B.3l, in an amount set by the Town Board at $21.00 per hour for the head judge and $18.00 per hour for all other trained election judges, which is not less than the prevailing Minnesota minimum wage.

BE IT FURTHER RESOLVED, the Town Board of Sunrise Township hereby authorizes the Town Clerk to add additional election judges as needed and allowed by Minnesota Statutes §204B.21.
Passed this 15th day of January 2026.

Cell phone service booster:
Mark Osland believes there should be a booster for the building. Discussion took place that you need to set up your phone to the Sunrise Township Wi-fi. Troy Montague will look into options for cell phone booster. Place on February Agenda

Grant Opportunities for roads & Bridges/Park Funding, benefiting Township needs to reduce future levies:
Adam Grobove, III reported that there are grant opportunities for roads and bridges for townships. Adam Grobove, III would also like to look at park funding through grants. Adam Grobove, III would like to supplement our budget through grants. Discussion took place that there needs to be a grant writer which would also need to be put into the budget. Cristina Mlejnek reported that you can apply for a grant for a grant writer.

Annual report review:
Kowalke is looking for Town Board Supervisor input.
Annual Agenda Items:
Clerk Kowalke is looking for Town Board Supervisor Input.

Treasurer Report:
Motion by Phillip Meer, second by Adam Grobove, III to approve Treasurer Anderson's report with claims list 7953 through 7977 with additional claims as follows.

Kimberly Meers 242.62
Couri Ruppe.....412.50

Motion carried.

Clerk Kowalke to check and make sure that the items in the safety deposit box are recorded at Chisago County. If so, the safety deposit box can be eliminated.

Audit Date:
Tuesday, February 17, 2026 at 6:00 PM

Citizen's Forum:

Eric Leivian asked the question of a husband and wife can serve on the same board. Clerk Kowalke informed Mr. Leivian that the MAT Attorney was contacted and was assured they can serve on the same board.
Peggy Pearson would like to have the availability of technology to be installed at the Town Hall so meetings can be accessed on-line. Karen Anderson will check on technology. Place on February Agenda

Parks / Trails Funding Opportunity:
Adam Grobove, III said the obstacle for funding opportunities is having a grant writer. Discussion took place that there needs to be a grant writer which would also need to be put into the budget. Cristina Mlejnek reported that you can apply for a grant for a grant writer.

Road Vacation (Water Street and Oak Street):
Charlotte Wilcox discussed abandoned roads in downtown Sunrise. The abandoned road are roads that haven't been maintained in the last 25 years, but they are still public right of way. If there is a road being proposed to be vacated and if the road is in a plat Sunrise would have to get a vote of the voters at the annual meeting. If roads are voted to be vacated at the Annual Meeting, then the Board does not have to petition. Place vacating roads on Annual Meeting and February meeting. Clerk Kowalke to call a planning commission meeting for February 2026.

AED Units:
Place on February meeting. Clerk Kowalke spoke with Rush City Fire Chief Bob Carlson regarding AED Units. Bob Carlson provided information for a distributer of AED Units. It is suggested that the FRX AED Unit would best serve Sunrise Township. This unit would cost approximately $2,600 to $2,800. This Unit has a set up for kids and adults. It completes it own daily check and very robus. There is no monthly fees. Every two years the batter and pads would need to be replaced which would cost a total of approximately $150.00.

Maintenance Update:
Troy Montague reported that more salt has been ordered, battling ice, warranty work done on pick-up.

Other informational:
Greg Strom reported that North Branch School District is having an election where there is a levy renewal – they want to renew the current levy of 11.6 million dollars. There are informational meetings being held on Jan 28, Rod's in Almelund, MN at 6:30 to 7:30 AM and Kaffe Stuga on Jan. 21 at 7:45 to 8:45 AM.

Motion by Mark Osland, second by Adam Grobove, III to adjourn at 8:51 p.m. Motion carried.

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Signed: Wendy S. Kowalke, Clerk Carl Peter "Peter" Johnson, Vice Chair