

Town of Crystal Bay

Regular Board Meeting

Finland Community Center

Minutes

January 16, 2024

- I. Attendance: Honor Schauland, Randy Josephson, Jack Nelson, Danielle Hefferan, Mike Nikula, Rachel Fleming, Terri Perfetto, Douglas Perfetto, Paul Hartshorn, Vaughn Hoff, Gordon Thorne, Nancy Anselment-Olson, Gary Olson, David Geist, Jonathan Beauchane.
- II. Paul called the Regular Meeting of the Crystal Bay Town Board to order at 7:00pm with the Pledge of allegiance.
 - A. MOTION: To approve the Agenda . Motioned by: Paul, Seconded by: Mike , Passed by unanimous consent.
 - B. MOTION: To approve the Regular December Meeting Minutes. Motioned by: Mike , Seconded by: Paul, Passed by unanimous consent.
 - C. Treasurer's Report:
 - Income
The rest of our Levy came in ~57600
Intergovernmental income ~10000
 - Expense
Payroll- ~1900 Supervisors, ~5400 Clerk, ~2700 Road Supervisor
~500 Clerk supplies- office shelves & other supplies
10000 Q3 & Q4 Finland Fire Contract
5000 Q4 Friends of Finland Contract
~3500 Insurance MATIT
 - Supervisors- you have a detailed Income Expense that lists out vendors and specific payments for your reference

December things to note in the Balance Sheet:

- General fund much lower EOY this year than previous years
- Road and Bridge at -31800
- Our general checking is 46000 lower than last year at this time- more details in EOY reports

Other Treasurer notes:

- Stacy and I did EOY tax forms, quarterly tax forms; W2 & 1099s
- I've drafted Annual Reports for you to review

Statement of Activities

Balance Comparison

2024 Budget

Levy Summary & proposal for 2025

Biggest take away is that spending in 2024 should be as conservative as possible. In 2023 we will spend ~40,000 more than we made, if that trend continues we will start 2025 off in a bad spot. We should all be practicing mutual responsibility to stay within budget and cut spending wherever possible to accommodate expected expenses in 2024 (septic, grader loan, payroll).

MOTION: To approve the Treasurer's Report. Motioned by: Paul , Seconded by Mike Passed by: unanimous consent.

D. MOTION: To approve paying all bills and claims due. Motioned by: Paul Seconded by : Mike Passed by unanimous consent.

E. The board reviewed correspondence received by the Town.

F. Board looks over minutes from Finland Home Solutions project and initials

III. Public Concerns

- Inquiry into if we need to continue to pay to continue publishing minutes in the North Shore Journal.
- Inquiry into seeking support from County Commissioners for septic

IV. Reports (5 minutes each)

A. Monthly Clerks Report:

- Russ resigned effective January 8th, 2024. Letter was read.
MOTION: Crystal Bay Township Board accepts Russ Vance resignation from the Township Board Citing work conflicts as reason.Motioned by: Mike , Seconded by Paul Passed by: unanimous consent.
- Honor and Stacy mailed a letter re:Septic to Commissioners (copies available on back table)
- Paul, Honor and Stacy met with Joe Baltich on Jan 9th at 10am to discuss steps to take
Re: funds for the septic. He noted mailing a letter to Roger Scarba and Grant Hauschild, so Honor and I will be tackling that this coming month.
- Stacy Posted Notices for the Annual Meeting to be held on March 12th at 7pm here at the Clair Nelson Center. Also for April 16th Meeting of the whole with Lake County at 6pm at the Clair Nelson Center, regular board meeting to be held after at 7pm. Updated Notices on our Website and Facebook Page
- The Following Reports have been done and submitted:
 - A. SAFES Annual Lobbying expenditures to the Office of the State Auditor.
 - B. Boundary Annexation Survey (BAS) - making sure the Census has our current and accurate legal boundary, name and status information.
 - C. MATIT Workers Compensation Survey - Payroll and Payroll Verification
 - D. PERA 2023 Q4 Reporting and Annual 2023 Employer Exclusion Report
 - E. Unemployment 2023 Q4 Report Detail
- Next Month the board needs to look at the ESST Resolution again. There was a small change made that we need to reflect.
- Also, next month the clerk will have the amended compensation resolution for you to sign noting the current clerks wage.
- This month the clerks average hours were 23 hrs a week with the Holidays in there. The Clerk will be working more this next month to get all papers filed for year end, and the records report finished before the Annual Meeting and then Annual Meeting Prep. It is my goal to get the workable hours down to around 20 hrs a week by Spring since I know budgeting is key for the next year.

B. Road and Bridge:

- Surgery went well, 4 days to heal before snow came
- Colin getting train in to help
- Things will be going slower- trying to hold back on hours, if I am not there within the first day or two that is why
- Let's discuss at the road tour how much hours I should be working

C. Community Center:

(See Attached Report)

- Bear grease is canceled

- Maintenance at Clair Nelson Center
 - Cost for upkeep at the center is higher than what FoF receives from the township, county- so far we have been able to make up for in donations but as we grow we are not able to keep up
 - Ball field, tennis court, maintained by volunteers
 - Unfortunately grants don't really cover basic maintenance
 - Request a small levy increase to be considered for the future to create a long term maintenance plan for the center
- Many events taking place

D. Cemetery:

- a. Solar light installed, Mike going to call power company to see if we can cut the power there

E. Housing Project Update:

Second Steering Committee met Wednesday, January 10th at 5:30pm @ Clair Nelson Center. Finland Home Solutions was the name the group decided on for the Project.

- Focusing on realistic project- keeping people here, fixing up areas that already exist
 - Focus on young working families, regular working families, and veterans- working on process on how to prioritize who gets to live in any finished projects
- Rachel Present- have been looking at places we could possibly get money from

V. **Old Business**

A. Septic Update:

- Russ contacted Scott on Jan 2nd asking for a bid for a redesign. Scott responded through Email to the town: He flat rates his designs with commercial/advanced at \$2500. If the installation requires oversight, or confirmation of proper procedures, he will bill that out at \$150 per hour. Stacy emailed Scott asking for a formal bid.
- Stacy contacted Chase asking for October's Winterization bill here is what he said: The alarm wire got cut after the initial install, therefore there were two electrical bills. He plans to bill in February.
- Leave the clerk as the point person for the septic for now.

VI. **New Business**

A. MOTION: to hire Kevin Breden as part time Town Hall Worker shoveling/snow blowing/ @ \$15.00 an hour while Paul's knee is recovering. Reminder to the board that Kevin has a full time job and its shift. It will be done as soon as he can tend to it.

VII. **Close Meeting:**

- . MOTION: to adjourn the meeting at 7:57 pm until January 16th, 2024 at 7:00 p.m. at the Finland Community Center. Motioned by Paul, Seconded by Mike Passed by unanimous consent.

Honor's Rec Hall Report, Township Meeting, January 16th, 2024

Grants and Projects – *indicates action items**

Normally in January I talk about the Beargrease, but it's canceled so we don't have to prepare for that. Usually Pudgy is moving a lot of snow to give maximum space for all the teams we have to fit in the parking lot and we're figuring out logistics for straw and firewood delivery and making chili.

Friends of Finland is working on budgeting and projects for 2024 and we're struggling with a bunch of things. It's pretty apparent to us that our costs for upkeep of the Center are higher than the money that comes in from the County, the Township, and rentals. The amount FoF gets from the Township hasn't increased since 2015, and the amount levied by the Town for maintenance hasn't increased since then either. We have been able to make it up from donations we get but other needs in our bigger organizational budget have grown as well. There is also no long term maintenance plan for the site and we don't have funds to cover more than what we are doing. Other than snowblowing and mowing that the township does, the ball field, tennis court, and playground are maintained by volunteers, somewhat sporadically. We get complaints and requests about the grounds and outdoor equipment all the time. We have been able to scrape together funds to fix things up here and there, but grants don't really cover regular maintenance items that just need to happen on a regular basis. Right now some basic maintenance is needed for the tennis court and the dugouts in order for those areas to continue to be usable. We know it's a bad time for the Township budget and also that taxpayers are feeling pinched already, but we feel that there needs to be a levy increase this year or next to give us all some options to address these issues properly. We'll keep working on our numbers and other ways to pay for this stuff, but we wanted to start this conversation now while you are talking about the levy for the Annual meeting in March. Our income and expenses specifically related to the building, grounds, and maintenance is attached.

Events and Programs –

A number of holiday parties, funerals, and most recently, music lessons are happening at the Center. There's also a dance group trying to get a consistent time slot, and people wanting to do pickleball during some weekdays.

The next winter farmers market will be January 21st. The Finland Food Chain team is making pasties for sale again so don't miss out!

Regular weekly community activities:

Mondays:

- 9:15am Bonebuilders Exercise Class
- 10:30am Soma Yoga
- 7:30pm Alcoholics Anonymous

Tuesdays:

- 8:30am - 4pm Tuesday Talents Craft Group

Wednesdays:

- 9:15am Bonebuilders Exercise Class
- 10:30am Soma Yoga

Thursdays:

- 6pm - 9pm Youth Night

Fridays:

- 7pm Magic Cards

Regular Monthly and other upcoming activities:

January Community Potluck will be the 31st. Social hour at 5pm, dinner at 6pm.

NSAP Senior Lunch has moved to the 2nd Wednesday. It's really growing and the food is really good! Next one will be Feb 14th and March 13th after that. There is a caregiver support group here in Finland on the same day - in the morning before the lunch 10am - 11am - they have been getting some people.

