

Town of Crystal Bay

Regular Board Meeting

Finland Community Center

Minutes

February 20th, 2024

- I. Attendance: Amy Nikula, Mike Nikula, Honor Schauland, Elaine Loeffler, Sandy Gunnink, Vaughn Hoff, Randy Josephson, Paul Hartshorn, Terri Perfetto, Douglas Perfetto, Jean Nelson, Winona Harrison, Tim Harrison, Matt Nelson, Danielle Hefferan, Shannon Walz, Vicki Nelson, Pat O'Brien, Dave Geist, Lise Aazs, Nancy A. Olson, Gary Olson, Christine McCarthy, Jonathan Beauchane, Kaare Melby, Rachel Fleming, Scott Robinson Via Zoom.
- 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 January Meeting Minutes. Motioned by: Mike , Seconded by: Paul , Passed by unanimous consent.
 - C. Treasurer's Report:
 - **Income** ○ 2023 Levy Payment ~8,770
 - **Expense** ○ **Payroll**- Treasurer quarterly 1600, Clerk Monthly 3900, Road and Bridge monthly 2200, Cemetery 500
 - Dues and subscriptions to MAT ~500
 - Road and Bridge- garage expense, propane ~400
 - Ongoing housing project payments through grant funding- coordinator payment, meeting stipends
 - Supervisors- you have a detailed Income Expense that lists out vendors and specific payments for your reference.January things to note in the Balance Sheet:
 - Roughly 40,000 less in our general checking this year than the same time last year. ○ This should influence our spending- prioritize ○ Primary accounts to watch- general fund and road and bridge.Other Treasurer notes:
 - Any comments or notes from annual reports shared at the last meeting?
 - Levy proposal discussionMOTION: 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**
 - Yes, when looking back at 2023 Annual Minutes Clerk notes we have to publish minutes in one legal paper.
 - Inquiry into seeking support from County Commissioners for septic is on the works
 - Here's what Joe Baltich found out regarding putting in a bike lane along Highway 1 from Jason DiPiazza, Lake Co. Highway Engineer.
 1. There aren't any highway improvement projects in the next 5-years on Hwy 1 that could include this work, but possibly in the next 10 years. Any improvements in the meantime would have to be led and financed by the county. There are grants for this, but you'd want to start working with MnDOT District 1 well before applying for these.
 2. MnDOT has not studied the need for, or impacts of adding any bike accommodation on Hwy 1 in the Finland area
 3. Hwy 1 is not a high priority bike route for MnDOT:

In Conclusion Joe states:

If you would like to pursue this venture, we should probably let Jason know and he can take the Township more directly into the powers that be at the state level. They will want to know more specifically what you are seeking.

Guests:

Christine McCarthy Septic:

Things Christine suggests needs to happen:

1. an estimate of how much is going to cost to formulate the cost for a dollar amount as an ask to the commissioners.
2. Operating permit= required for most commercial systems- sets up all requirements of the system to do optimum operations.

Christine suggests hiring someone who has the maintenance service provider certification to actually do that.

Christine says: Scott is licensed to do both a design and inspect. Scott can inspect a system he designed. Would be good to get some sort of flood protection in place and gating to make sure no one goes on the mound, operating permit and service provider contract are a must.

Christine advises that Scott cannot install the new designed system as he designed it.

Scott Robinson: Recirculation issue- drainage issue and site maintenance. The new design is for an aerobic system vs. the recirculation sand filter system currently in place. This way the new design mound will not get overwork with greasy effluent. Scott proposes to add a containment levy around the mound to keep flood waters at bay to not impact the mound. See attached document for more details.

Sandy Gunnink: Storage at the garage is a storage container. They have more equipment now and they want to get some of their equipment out of the elements. Looking for ideas of extra storage. Groomer, polaris ranger was just acquired through grant and they would like space to store it. Also if Crystal Bay has plans to expand at its current location or if they plan to work with the County at any point Sandy asks that the Finland Snowmobile Club be in the picture and in talks to negotiate space for their needs as well asking to work together to find solutions.

IV. Reports (5 minutes each)

A. Monthly Clerks Report: (See Attached)

- **Road and Bridge:**
- Question to Scott: Would hauling sand help on the price of the bid? Scott responds: It would need to be spec sand and the Township could haul it. The successful bid contractor could answer that further, but it should not pose a problem.
- County Garage: Getting on board with whatever is happening there in terms of a new garage and what will be done with the old one. Within the next 2 months their assessment will be done to see what is available, maybe talk to the commissioners.
- Pudgy is cutting down on his hrs, repairs on the front grader blade need to happen with Pudgy and Paul.
- Pudgy can clean up the snow by the old West Branch Bar before Urho's

B. Community Center:

(See Attached Report)

Honor asks if Crystal Bay Township can pay for porta potties again during Urho's. Motioned by: Paul Seconded by Mike : Passed by unanimous consent.

C. Cemetery: Vaughn

1. Will take down the light pole when it's warmer.
2. One burial - Ron DeShaw

D. Housing Project Update:

- Mike Coordinator Update: Home solutions met on Feb. 7th and had a good turnout, we are focusing more on rehabilitation at this time. Presentations at the Feb. meeting were with Community Land Trust, LaReesa Sandretsky - Lake County Age Friendly Coalition, Georgia Lane - Arrowhead Area Agency on Aging
Come to a Home Solutions Meeting for more information. Next Meeting is March 6th at 5:30 at the Clair Nelson Community Center.
- Rachel Grants and Partnership Update: I applied (2/12) to be part of a new program called Empowering Small Minnesota Communities. The university will help us convert our grand ideas into a workable plan so that we will be better positioned to benefit from federal, state and local

investments. This is not a grant from the university but assistance in laying the groundwork for competitive proposals. This is a multi step process, the next step is an interview for the leaders to ask us questions about the project. Information was also shared with Rachel about grants to demolish dilapidated houses. Which we can apply for once we have a plan in place. Rachel is also looking for grants that will help with updating or installing septic systems. If anyone has any leads please let me know. Thursday this week we have an interview process with Empowering Small MN Communities through the University to see if they will work with us.

V. Old Business

- A. Sign the amended Compensation Resolution reflecting the new clerk wage
Passed at the December 2023 meeting. Motion to amend the Compensation Policy.
Motioned by: Paul Seconded by Mike: Passed by unanimous consent.
- B. MOTION to approve Scott Robinsons redesign bid not to exceed \$2500.00 for the redesign of the septic system. Motioned by: Paul Seconded by Mike: Passed by unanimous consent.
- C. MOTION to approve Scott Robinsons rate of \$150 an hour as Consultant and Overseer of the septic project. \$1500.00 for 10hrs. Motioned by: Paul Seconded by Mike Passed by unanimous consent.
- D. CLP Request for Electric Service Removal at the Cemetery form signed
- E. Town Board & Supervisor Applicants
 - 1. Discussion: Lise Abazs expresses interest in the Treasurer position coming available . Noted that she would love to see someone younger in the role and would step back if someone younger was interested. Lise is available in April after her retirement from North Shore Area Partners. MOTION: to appoint Lise Abaz as interim Treasurer in April if no one else is interested. Motioned by: Paul Seconded by Mike: Passed by unanimous consent.
 - 2. Supervisor Vacancy Discussion: Repost ad with deadline and interview before next meeting.
- F. Septic Update:
Clerk mailed Roger Scarba and Grant Hauschild a letter on behalf of the board asking for assistance. Clerk spoke with Chris Isiml with IRRRB, there is an application to apply for, the tricky part is it should be applied for in Feb. so that's just a few business days. Graciously Scott provided us with the numbers with a quick turnaround.
- G. Cemetery Resolution discussion: Clerk is finding various papers with varying degrees of language regarding what the Crystal Bay Township Cemetery Supervisor does. Clerk needs clarification from Vaughn and the board on what direction to go for records purposes. Ongoing discussion, Tabled and will bring up at next meeting.

VI. New Business

- A. Job description and wage discussion
- B. Discussion on how to approach the donations at the annual meeting
- C. Township Group Life Insurance Policy Benefit Program. If opted into then everyone must choose the same plan for the Township to pay. Board Declines

VII. Close Meeting:

- . MOTION: to adjourn the meeting at 8:55 pm until March 19th, 2024 at 7:00 p.m. at the Clair Nelson Community Center. Motioned by Mike , Seconded by Paul Passed by unanimous consent.

