

Town of Crystal Bay

Regular Board Meeting
Clair Nelson Community Center
6866 Cramer Road Finland, MN 55603

Minutes

March 18th, 2025

- I. **Attendance:** Stacy Breden, Mike Nikula, Terri Perfetto, Douglas B Perfetto, Randy Josephson, Lise Abazs, Roger Peterson, Honor Schauland, Nancy Anselment Olson, Heather Sve, Ric Cariveau, Jim Marxer, Neil Nowotczynski, Arlene Conzelman, Paul Hartshorn

- A. Supervisor Hartshorn called the Regular Meeting of the Crystal Bay Town Board to order at 6:05 pm with the Pledge of allegiance.
- B. MOTION: To approve the March Regular Meeting Agenda. Motioned by Supervisor Nikula , Seconded by Peterson , Passed by unanimous consent.
- C. MOTION: To approve February's Regular Meeting Minutes. Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- D. MOTION: to approve February's Board of Appeals Minutes. Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- E. MOTION: To approve the Treasurer's Monthly Report . Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.

1. **Income:** This month we received the first 2025 taconite tax apportionment (\$14,527) and the annual state road tax credit (\$9,613). The taconite tax is split between all the funds based on the levy proportions. The road tax goes exclusively to the Road & Bridge fund. The Cemetery fund received \$150 for plot purchase. Bank interest was \$20.12 and the interest earned from the Rotating Loan was \$15.58.

2. **Expense:**

- a. **General Government:** Payroll included Supervisors (\$345), Treasurer (\$637), and Clerk (\$5,875). Clerk supplies (\$190).
- b. **Public Works:** Road & Bridge - Payroll (\$2,736), Equipment fuel expense (\$590), and Garage expense (\$702) which included \$503 for propane. Grader loan interest (\$985)
- c. **Culture & Recreation:** Clair Nelson expenses include Paul's maintenance labor (\$220), septic tank heating (\$300), and misc (\$60) including \$1 for transfer of Inventory of the Clair Nelson Center from the Friends of Finland.
- d. **Housing :** ongoing project costs covered by grant funds (\$1,565).
- e. **Other Expenses:** legal fees related to Town Hall rental policy (\$1,344). Included in the above expenses are EFT payments for Visa (\$111) and Grader Loan payment of \$1,952 (\$985 interest, \$967 principal)

3. **Summary**

- a. February total expenses = \$15,645, about \$1500 under budget!

- b. Clerk expenses are still running high and legal fees exceeded our budget, but other categories (especially Road & Bridge) came in significantly under budget.

4. February things to note in the Balance Sheet:

- a. The checking account is at \$197,500. The General Fund is the only one in the negative (-72,672) and it will remain negative all year, since the current levy is not set to even meet our current expenses at this time. The other funds hold healthy balances that should be sufficient to cover expected expenses.
- b. Savings accounts total \$31,291, including \$20,087 available for Rotating Loans.
- c. The Nature Childcare loan balance owed to the Township is \$6,118.
- d. Our Grader Loan outstanding balance is \$ 144,217.00.
- e. Re Budget February was under budget but March is under budget
- F. MOTION to approve March's monthly bills for a total of \$16,612.85 Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- G. MOTION to approve March's regular monthly pay claims for a gross total pay of \$ 8,179.80 Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- H. Conflict of Interest Affidavits signed for the Clerk and Officer files.
 - I. Lise Abazs for Home Solutions Outreach Coordinator in the amount of \$300.00
- I. Board reviews correspondence from Town

II. Guests:

- A. **St Urho's Committee: MOTION TO APPROVE PAYMENT IN THE AMOUNT OF \$1234.81 to Matt Lundgrens Septic Pumping for Urho Biffies** Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- B. **MOTION to approve Finland Fire Departments Fire Contract (filed with original Minutes)** Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.

III. Reports (5 minutes each)

- A. Clerks Report: Stacy
Come to our regular monthly meetings to stay up to date on all Township matters or stop at the Clerk's office with questions or concerns. Yes, I am a notary, and no, there is no fee.
 - My hours for this pay period (February 17th- March 16th) are 145 hours, this an average of 35 hours a week for a 4-week pay period.
 - My Public Office hours will be every other Tuesday 10am to Noon. Availability is posted in the Town Notice boxes on the wall in the entrance to the Clair Nelson Community Center and at the Finland Co-op Store.
 - My Clerk Computer went into Jaws for a new hard drive and is working better.
 - Paul and I met with Jeff Weiss and Jill Pohjonen DNR Mapping project on Friday 3/14 at 11:30am
- 1. Jill is the Hydrologist who did most of the mapping project. They showed us 10-, 25-, 50-, 100- and 500-year mapping from Eckbeck to the north of Finland. They will plan to come to the April Meeting or provide materials for everyone that explain their work.
- MAT Spring Training will be April 4th for those officers or Supervisors who would like to attend.

- The Reminder Committee of the Whole meeting will be at the Clair Nelson Community Center at 5pm on April 15th.
- The Board of Appeals and Equalization will also be held at the Clair Nelson Community Center on May 15th at 1 pm.
- Carrie is looking into Friends of Finland Inland Marine Policy re: Wild Rice House She also dropped off the Friends Insurance Policy, naming us as Additional Insured.
- Arlene and I changed the billing of the CLP and COMO account from the Friends of Finland to the Township for the Clair Nelson Community Center.
- Our application was received and accepted with IRRRB for the Septic System, so we are now officially set to begin our Septic Project.
- Working with Tyson @ Smith Law on a Contract for Eric Warnecke re: Septic Installation
- Current Projects in the Clerk's Office include:
 - o Septic Project
 - o Digital Record Keeping
 - o Lake County Garage Site Project with Jason DiPiazza/ Doug and Paul
 - o Town Board Rules of Procedures Resolution
 - o Emergency Action Plan
 - o Policy for Document Retrieval

B. Supervisor Update:

1. Paul met with me at the DNR/ East Lake Clinic Board meeting 1130 on 28th. Short Courses on the 4th. Paul plans to go, Roger plans to go.
2. Supervisor Peterson with Friends meeting
3. Nikula Learn building a bit more. Update on Recycling day
 - Just Saturday and Cost.

C. Road and Bridge: Doug

1. Doug needs to Purchase Grader Blades for cutting edge, Doug would like to get 4 so he has 2 spare they are \$250 a piece. Doug will check around on cost. Both Trucks need to be DOT'd; he will call Jory Schliep. Backhoe and Tandem need to be Serviced. Roads are drying up well, Doug can't grade until frost heaves are out. Road bans went up yesterday. Supervisor Peterson requests Doug only buy 1 set of blades instead of two right now. Doug acknowledges and will go so.

D. Cemetery : No Report

E. Finland Home Solutions - Outreach Coordinator Rachel Clark

We held a Community Gathering Event on Saturday February 22nd at Clair Nelson, which had a total of 19 people attend. At that meeting we provided an overview of all the work the group has done to date and presented 5 action pathways that the group could focus on moving forward. We then split into small groups to discuss those 5 action pathways. The small group discussions were insightful, positive, and productive and led to some promising new ideas for ways to make progress on housing needs in the Finland community. Two ideas that seemed to stand out with a large amount of interest and support from those who attended the meeting were: developing greywater management systems as a form of alternatives to septic systems, and developing closer working relationships with county officials and agencies, such as the Lake County HRA, to better work together on housing needs. We held our regular meeting last week on Wednesday, March 12 and had a

a total of 12 people attend. At that meeting we decided to change our regular monthly meeting time to the 1st Wed. of the month so that we can send a representative to the first Wednesdays of the month so that we can send a representative to the Lake County HRA Meeting meeting, and so that hopefully the Lake County HRA can start attending our meetings. That means the next regular meeting will be Wednesday, April 2 from 5:30-7:00 pm at Clair Nelson. At our regular meeting, we also formed 5 teams that will focus on carrying out specific goals and projects. Those 5 teams are:

- i. Septic Alternatives Team, which will work with University researchers to design, propose, and implement greywater management systems and other alternatives to septic-related housing barriers

- ii. County Team, which will work to build relationships with relevant County officials and agencies related to housing, and have Finland's voice heard in County planning and decision making in regards to housing

- iii. Community Land Trust Team, which will work on a long-term goal of laying the foundation for a Community Land Trust in the Finland Area

- ix. "Very Finland Home Solutions" Team, which will dream up designs for a multi-family housing structure or housing cluster that is uniquely suited to the needs and character of the residents of Finland

- x. Momentum Team, which will make a plan for how the progress of Finland Home Solutions will continue

If anyone hearing this report is interested to join one of the specific teams, please email crystalbayhousingproject@gmail.com and we'll get you plugged in. Rachel Clark, BJ Kohlstedt, and two additional Finland community members attended the Lake County Planning Commission meeting last night in Two Harbors for a hearing on an application for a short-term vacation rental interim use permit for the old Haveri Homestead at 5758 Little Marais Road. Both BJ and Rachel gave public comments naming the lack of workforce housing in the area and expressing concern about the loss of long term housing to the short-term vacation rental market. Because there are up to 9 short-term vacation rental permits allowed in Crystal Bay Township, and this permit would be number 7, the permit was approved. We did speak with the new property owners after the meeting, and they expressed intentions of being present in the home periodically throughout the year and contributing positively to the community. We invited them to join our housing Committee. One small project that we are working on is assembling a list of contractors available for work in the Finland area and making that publicly available. If anyone attending tonight's meeting knows of contractors who would be good to include in that directory, please let the group know by emailing crystalbayhousingproject@gmail.com.

One question I have for the Township board is if the recording of our Community Gathering event on February 22nd has been reviewed and is approved to be posted online for public viewing. If you could please let us know when that is ready to be shared that would be appreciated.

F. Friends of Finland Reports:

- 1. Youth Night Attendance-

- Feb 6- 25 kids

- Feb 13- 25 kids

- Feb 20- 29

- Feb. 27- 24 kids

Went on the annual intergenerational Laskiainen sliding festival trip (partnered with Age to Age camp; NSAP) on Feb 2. Had a few cancel due to the snow storm but still had a good turnout and

everyone had a great time.

2. Regular weekly community activities:

- a. Mondays:
9:15am Bone Builders
10:30am Soma Yoga
7:30pm Alcoholics Anonymous
- b. Tuesdays:
8:30am - 4pm Tuesday Talents Craft Group
- c. Wednesdays:
9:15am Bone Builders
10:30am Soma Yoga
- d. Thursdays:
6pm - 9pm Youth Night
- e. Fridays:
7pm Magic Cards

3. Regular Monthly and other upcoming activities:

- a. March Community Potluck will be the 30th. Social hour at 5pm, dinner at 6pm.
(Anyone can sign up to host monthly potluck Sign up sheet is in the lobby on the table)
- b. Farmers Market is on March 23 @ 12:30pm with a food Demo.

Finn thanks Arene for all the Volunteer Work she is going, Roger and Paul Second the Thank you.

IV. New Business:

A. Septic Contract:

- 1. The timing and manner of payment
- 2. A completion deadline and per diem penalty for failing to meet it.
- 3. The contractor warranty period.
- 4. Whether the Town wishes a performance and payment bond. It's not required because your estimated cost is less than \$175,000. But, just because the law doesn't force you to obtain the bonds doesn't mean you shouldn't. They're strong protection for the Town, but certainly worth considering whether the expense is justified.
- 5. included a warranty from the contractor that it must obtain all required permits and inspections.
- 6. Drafted at a fixed price of \$80,000, but added a provision for allowances. We don't need to use this format, but it's one way of dealing with the problem of small fluctuations in the prices of things, outside of anyone's control which would increase the contract price.

- B. Garage Insurance: Garage \$100,000 Agreed Value(depreciation/deductible removed)>Current Annual Premium \$305/\$2,500 Deductible
2023 EXL Appraisal \$213,010 Replacement Cost>Annual Premium \$618/\$2,500 Deductible

If the board would like to move from Agreed Value>Replacement Cost just fill out and return the attached Replacement Cost Resolution. The value would mirror that of what is stated in the property valuation at \$213,010.

Replacement Cost- Actual cost to replace “Covered Property” to its pre-loss condition with one of similar quality, using materials and goods that are currently available, as determined by “Us”.

Agreed Value- Maximum coverage limit selected for an item representing the “Total Loss” value of that item. Depreciation /deductible would apply in a partial loss scenario.

1. MOTION to accept RESOLUTION 3-2025-02 to move from Agreed Value Coverage to Replacement Cost Coverage Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- C. MOTION to amend Resolution 2-2025-01 Town Hall Rental Policy Fee Section to move Multi Purpose Room form \$100.00 to \$150.00 for a 4hr rental, \$200 to \$300 for a Full Day Rental And move the Damage Deposit from \$100 to \$150.00 for half and full day rentals. Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- D. MOTION to Amend Clair Nelson Contract with Friends of Finland to add in the language of Crystal Bay Township will pay for half of the cost to the XEROX Printer. Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- E. MOTION to Amend the Finland Home Solutions Steering Committee Contract to change The meeting dates from the second Wednesday to the first Wednesday of each month. Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- F. MOTION to approve mileage and \$100.00 Meeting stipend for any Supervisors or Officers who attend Training on April 4th at the Decc. Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- G. MOTION to approve donation in the amount of \$1,000.00 to North Shore Area Partners Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
- H. MOTION to approve donation to Finland Minnesota Historical Society in the amount of 1K Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
- V. Supervisor Hartshorn Recess Regular Meeting at 7:16pm and entered a closed meeting per Minn. Stat. 13D.04 subd. 3(a), board enters closed session to evaluate the performance of Douglas Perfetto.
- VI. Supervisor Hartshorn Reconvene March’s Regular Meeting at 7:27pm
 - A. Town Board concludes Doug deserves a raise from \$23.75 to \$30.00
- VII. MOTION: to adjourn the meeting at 7:28 pm until April 15th , 2025 at 6:00 p.m. at the Finland Community Center. Motioned by Supervisor Nikula, Seconded by Supervisor Peterson , Passed by unanimous consent.

