

Town of Crystal Bay

*Finland Home Solutions
Clair Nelson Community Center*

Minutes

July 2nd, 2025

I. Open Meeting at 5:46 p.m.

- A. In attendance: Rachel Clark, Lise Abazs, Stacy Breden, B.J. Kohlstedt, Charlotte Hughes, Sarah Mayer, Rachel Clark, Mike Miller (Zoom), Ursula Lang (Zoom)
- A. Pledge of Allegiance - discussion to drop this item unless required by law
- B. Review and approve agenda

MOTION: To Approve July's Home Solutions Agenda, Motioned by Rachel Mayer, Seconded by Charlotte Hughes passed by unanimous consent *Rachel Clark*

- C. Review and approve June 4th, regular meeting minutes
- MOTION: To Approve June's Home Solutions Monthly Minutes, Motioned by Rachel Mayer, Seconded by Charlotte Hughes passed by unanimous consent *Rachel Clark*

D. Clerk Updates

- 1. Housing Commission
 - a) Hand out employee files
 - (1) *Stacy handed out paperwork to board members*
 - b) Set Board Chair and all Meeting dates for Sept of 2025 - Jan of 2026
 - (1) MOTION: To Approve Rachel Clark as Board Chair. Motioned by BJ. Kohlstedt, Seconded by Charlotte Hughes passed by unanimous consent *Rachel Clark Sarah Mayer*
 - (2) MOTION: To Approve ~~Rachel Mayer~~ as Vice Chair Motioned by Charlotte Hughes, Seconded by Rachel Clark, passed by unanimous consent
 - (3) MOTION: To Approve Colby Abazs as Secretary, Motioned by B.J. Kohlstedt, Seconded by Charlotte Hughes, passed by unanimous consent.
 - (4) Clerk Breden provided Rachel Clark with a cabinet key.
 - (5) Regular Commission meetings set for:
First Wednesday of the month, refreshments @ 6 p.m., meeting starting @ 6:30 p.m. on: September 3, 2025/ October 1st, 2025/ November 5th, 2025 / December 3rd, 2025 / January 7th, 2026.
 - (6) *Colby will be given access and will have the responsibility to record and store essential documents and information.*

- c) Hand out Informational Sheets

Stacy reviewed requirements and protocol for Township record-keeping, communications, and meetings.

- d) *Discussed whether a community event is necessary. If so, date will have to be determined early enough for Township approval.*

Previous community events have been very energy and time intensive. A community event is important to keep the public informed, can it be simpler? Ursula suggests it could be a housing resource event. Sarah suggests piggy-backing the event on the Booya, held the first Saturday of October. MDC could prepare informational board. Stacy will inform Dan that the Housing Board would like to display information at the Booya.

MOTION that Finland Home Solutions have an informational display table at the Booya on Saturday October 4th, 2025.

Motioned by Rachel Clark, Seconded by Sarah Mayer, passed by unanimous consent.

(1) No current plan to have a separate community meeting.

- 2. Comprehensive Plan- Draft Housing and Wastewater from 6/30/25
Meeting was presented to the group for comment to bring back to the Planning Commission Board.

B.J. Kohlstedt read the proposed Housing and Wastewater section of the new Crystal Bay Township Land Use Plan for questions and commentary from the Housing Board.

Discussed Housing section:

In the list of housing options to clarify - conservation vs density vs housing type. BJ Kohlstedt will recommend to the Planning Commission to revise the language for Strategy #1.

Discussed Wastewater section:

*Add Lake County specifically as one of the agencies in Strategy #1
Include possible septic cost funding and financing options in Strategy #1
Spell greywater consistently in document. - (from Ursula: spelled variously gray water, greywater at State of MN agencies, etc)*

Specify municipal option referencing Riverside Drive in Strategy #5.

- 3. Septic Survey: Clerk Breden stated; Yes, the link can be posted online via our website and a post on the facebook page linking our Website.
Survey was approved by the Town Board. Rachel shared necessary info with the Town Clerk. Rachel will change permissions on documents to preserve integrity.

Discussion about offering incentive for participating. Offer first without incentives and see the number of responses. Make it available with QR code. Have it available at Booya and Farmers Market.

- E. Budget Update: Treasurer

III. New Business:

- A. Goals for next meeting
- B. Draft Proposal for One Roof

IV. Close Meeting: MOTION: to adjourn at 8:06 pm until our next scheduled meeting on Wednesday August 6th, 2025 at 5:30pm at the Clair Nelson Community Center.

Motion to adjourn by Rachel Clark, second by Sarah Mayer, passed by unanimous consent.



Rachel Clark - Outreach Coordinator



Lise Abazs- Secretary



Stacy Breden- Town Clerk

Updated information will be available for budget preparation at the next meeting.

II. Old Business

A. ESMC Updates: Ursula

Confirmed that Rachel will remain primary contact for ESMC.

Ursula suggests coming up to Finland in August/September for in-person evaluation of work plans.

Work Plan Doc Phase 3 - production & design work

- 1. Design Packet for Very Finland Home Solutions that reflect all information and details that have been identified up to now. Use a test site (possibly Wolf Ridge) to work through the development process.*
- 2. Provide support for One Roof Housing connection and Lake County septic ordinance changes.*
- 3. The Housing Resource Fair can be folded into the Booya event.*
- 4. Report with clear visuals that will provide a record of this ESMC project.*

Ursula shared draft designs of housing sites. Aspects considered by their design team focused on: access points (vehicle/pedestrian), individual structure location vs shared resources, degree of site separation, balance of shared vs private amenities. Need feedback to flesh these out, as well as housing types and ownership scenarios. Regarding housing types: focus on simplest and most cost effective, multi-purpose types, not larger family homes, 1-2 occupants, ADA accessible, single story. Consider the importance of "Finland" characteristics in the design, such as lofts and more rustic character. Do these designs accurately reflect the range of homes in Finland? Will include this discussion as a major portion of the August agenda.

B. Team Updates:

- 1. Septic Alternatives Team**
- 2. County Team**
- 3. Community Land Trust Team**
- 4. Dream Team**
- 5. Rehab Team**
- 6. Local Contractor List Update**
- 7. Last Month goals and action steps**

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| Organize & print UMN Extension septic resources | Annie & Rachel | July meeting | Selected and sent to stacy, |
|---|----------------|--------------|-----------------------------|

Rachel would like to have housing resources and minutes/updates from meetings at Town Hall - suggestions to post items on the wall by the town office and/or have a 3-ring binder on the info table...discussed the practicality of these options.

Ursula will have her team develop materials summarizing resources and housing project activities.