

Town of Crystal Bay

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

Minutes

October 21st, 2025

- I. Attendance:** Mike Nikula, Paul Hartshorn, Douglas Perfetto, Roger Peterson, Amy Nikula, Terri Perfetto, Vaughn Hoff, Charlotte Hughes, David Geist, Lise Abazs
- A. Supervisor Hartshorn called the Regular Meeting of the Crystal Bay Town Board to order at 6:00 pm with the Pledge of allegiance.
 - B. MOTION: To approve the October's Regular Meeting Agenda. Motioned by Supervisor Peterson, Seconded by Supervisor Nikula, Passed by unanimous consent.
 - C. MOTION: To approve September's Regular Meeting Minutes. Motioned by Supervisor Nikula, Seconded by Supervisor Roger Peterson, Passed by unanimous consent.
 - D. MOTION: To approve September's Special Meeting Minutes. Motioned by Supervisor Peterson, Seconded by Supervisor Nikula, Passed by unanimous consent.
 - E. MONTHLY TREASURER'S REPORT: (See attached report)
MOTION: To approve the Treasurer's Monthly Report . Motioned by Supervisor Peterson, Seconded by Supervisor Nikula, Passed by unanimous consent.
 - F. MOTION to approve October's bills for a total of \$ \$8,274.62 Motioned by Supervisor Nikula, Seconded by Supervisor Peterson, Passed by unanimous consent.
 - G. MOTION to approve October's regular monthly pay claims for a gross total pay of \$7,954.59 Motioned by Supervisor Nikula, Seconded by Supervisor Peterson, Passed by unanimous consent.
 - H. Conflict of Interest Affidavits signed for the Clerk and Officer files.
 - 1. Paul Hartshorn; Roads Worker in the amount of \$80.00
 - I. Board reviews correspondence from Town
 - 1. Invoice to Snowmobile Club for Township hauling gravel for them.
 - 2. Tax Equalization - Mike & Roger will take the required test.
- II. Reports (5 minutes each)**
- A. Supervisor Updates:
 - i. Mike - Cleaning and repair of front of Town building bid came in at \$12k, but Gary Olson will volunteer time to redo sign, Mike Nikula will volunteer time to pressure wash, other volunteers will be recruited to re-paint with a work party in spring.
 - B. Road and Bridge: Doug
 - i. Summary - Got part for air compressor, will put together and then get electrician to finish.
 - ii. Our plow truck needs DOT ~ \$200, will talk to a local person, Roger suggests Blake LeBlanc ,Doug will find someone who is available.

- iii. Need to put the wing on grader, will ask the County for help or will hire someone (Tibbets) with a loader or backhoe bucket.
 - iv. Plowing at Fire Hall is no longer needed, Fire Dept will take care of Rescue Squad plowing.
 - v. Kept his hours at 48 this month, after being told to not work and will try to keep hours at 48 per month going forward.
 - vi. Bidding on County Loader - Roger recommends if we get this loader, we not fix the old loader, just have it put back together and brought home. If there is no storage fee, we can leave it at McCoy. The deadline for bidding is in 19 days, so we will know by the next Regular meeting whether we will get it.
 - 1. Motion to place \$1 bid on County Loader. Motioned by Supervisor Peterson, Seconded by Supervisor Nikula, Passed by unanimous consent.
 - vii. Equipment Log - Roger will get together with Doug and Stacy to figure out the best way to print and manage the record keeping. One sheet for each piece of equipment kept.
- C. Cemetery
- i. Vaughn removed leftover flowers after the Journal ad was run. Burials - Janice Rudloff and Cynthia Smallwood's parents.
 - ii. Veteran's Memorial is complete with plat map of cemetery and list of all internments in alphabetical order, along with list of veterans. The sign needs some finishing up. Gary Olson, Ric Lindbergh, and others volunteered their time. Materials costs were covered by donations.
 - iii. One older headstone had a deteriorating base, and Alex Cavalin made a new base for it at no charge while his equipment was there.
- D. Finland Home Solutions - Report read by Charlotte Hughes. (Report Attached)
- a. Mike notes that Christine McCarthy from the County will be leaving her position soon, so keep aware of the changes in her office.
- E. Friends of Finland Report - Report read by Lise Abazs. (Report Attached)
- a. Arlene was commended for successfully pursuing the Blandin relationship and obtaining the funding for the Community Center.

III. Old Business:

- A. Septic Update:
 - 1. Comments concerning the replacement risers that are still fiber rather than cement.
 - 2. Curb stops need to be marked or put away before snowplowing so they aren't hit by the plow. It would be good to have the edge of the grass marked in some way. Doug will talk to Kyle.
 - 3. Note from Stacy: Debris removal if not by Eric needs to be done by the Town either by a Supervisor bringing a load to Johns Sanitary OR authorizing Stacy to order a dumpster. We should not use the dumpster at the Center because it is the Friends of Finland. If we want to be reimbursed costs the Town needs to have a clear paper trail.
 - a) Decision - Paul & Pudgy will haul waste to John's Sanitary, possibly using Roger's equipment, and have the bill sent to Township.
- B. Loader Update: Stacy Spoke with Scott the Service Manager with McCoy and he sent over a solid bill of \$13,689.34 that I have provided in your packets. There is no storing cost associated with

the equipment. Stacy told Scott he would reach out after October's monthly meeting with a direction to move on the equipment.

1. Decision to wait for further repairs until we know our bid for the County loader is accepted. If the new loader is acquired, will have the old one put back together as is and brought back to the Town garage or left at McCoy if there is no storage fee.

IV. New Business

A. Seasonal Winter Grounds Worker November 1st 20025 -April 19th, 2026

1. Paul will not be available this winter. Harper Breden is interested.
2. Motion to post job description online and at regular posting places for one month. The hiring decision will be made at the next Regular meeting. Motioned by Supervisor Peterson, Seconded by Supervisor Nikula, Passed by unanimous consent.

V. No Public Comments:

A. None

VI. CLOSE MEETING: MOTION: to adjourn the meeting at 6:46 p.m. until November 18th , 2025 at 6:00 p.m. at the Clair Nelson Community Center. Motioned by Supervisor Nikula, Seconded by Supervisor Peterson, Passed by unanimous consent.

Attached Reports:

Treasurer Report September

- Income
 - The only income this month was from cemetery plot payments (\$650).
 - Interest included Savings (\$21) and Rotating Loans (\$12).
- Expense
 - General Government - Payroll for Supervisors (\$340), Treasurer (\$620), and Clerk (\$4128). Other government expenses: legal services for Planning & Housing Commissions resolutions (\$347), monthly payroll fees (\$53), monthly printer expense (\$252), Clerk supplies/calendars (\$38), and insurance balance from March (\$88).
 - Public Safety - Quarterly contract payment to Finland Fire Dept (\$5000).
 - Public Works: Road & Bridge - Payroll included 107 hours for Road Supervisor & 7 hours for Road Worker/Paul (\$3,596), Contract labor for culvert installation - 5 hrs@\$125 + mobilization \$500 (\$1,125).Garage supplies & 2 months' electricity (\$172), Equipment bobcat blades & wipers (\$821), Equipment fuel (\$918), and the Grader loan interest (\$937)
 - Culture & Recreation - Town Hall expenses included Labor/Mike (\$20); Maintenance & Supplies including weed killer & coffee (\$113), electricity for two months (\$804), outhouses (\$450), septic & RV dump pumping (\$480).
 - Housing - ongoing project costs covered by grant funds including payroll (\$801), contractor services (\$30), mileage (\$253),and meeting expense (\$41).
- Included in the above expenses are EFT payments for Visa (\$1,540), Grader Loan payment of \$1952 (\$937 interest, \$1,015 principal), and Payroll Liabilities (\$2,211).
- Summary
 - September total expenses = \$21,553
 - From July - September, we are \$7,087 over budget, primarily from overspending in General government categories.

September things to note in the Balance Sheet:

- The checking account is at \$152,513. The General Fund deficit is now \$103,498. Note that the Community Projects Fund contains \$10,620 restricted grant funds. Also note that we are still awaiting an outstanding \$30,000 from IRRRB for septic system costs which will reimburse the Capital Buildings & Grounds fund.
 - Savings accounts total \$32,899, including \$21,607 available in the Rotating Loan Fund.
 - The Nature Childcare loan balance owed to the Township is \$4,705.
 - The Township's Grader Loan outstanding balance due is \$137,100.
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Finland Home Solutions:

Housing Commission Update for Crystal Bay Township Board
October 2025

The Housing Commission continues our work group efforts, updates below:

1. Wastewater and Septic Alternatives

Thank you to all who have completed our Wastewater/Septic System Survey. We have received over 30 responses so far, and we are still collecting responses. Blank surveys are available at Clair Nelson Center and can be returned there as well, or they can be completed online. Our next steps will be to analyze the responses for themes, which will inform which specific wastewater and septic ordinances we would like to see change and how. After that, we will work on developing a strategy for how best to approach Lake County to initiate those changes.

2. Community Land Trust

We have sent our proposal letter to One Roof Community Land Trust based in the Duluth area, with a letter of support from Lake County HRA. This letter was asking them to reconsider operating Land Trust homes in the Finland area. We had previously been told they wouldn't work on homes that have wells & septic. We found a rural Land Trust in Maine and that was willing to share with us how they navigate wells & septic, which we brought back to One Roof. They responded by inviting us to come down to their office in Duluth and meet with their team on Monday, October 27th. We will be sending 4 people down to this meeting to discuss our proposal and what might be possible. I look forward to updating everyone next month on what we learn from this meeting!

3. Lake County relationships

We are continuing our efforts to build positive working relationships with relevant groups in Lake County by attending Lake County HRA meetings and by having Sarah Mayer represent Finland at the Lake County Planning & Zoning Commission meetings. At this time there are no pressing updates for our community.

4. Dream Team (designing models for new homes)

This team has developed a model for a small cluster of homes (4 to 5 modest homes) that would be built on a large parcel of land, with the homes near enough to one another to share some infrastructure costs, particularly well & septic system, while still maintaining lots of nature and green space. This would require a zoning variance, but there is a new model being developed in Cook County for this exact purpose which could serve as a precedent and model for Lake County. This team is working with a potential site that is still in very early phases and not ready to be shared publicly. If any land owners in the community would be interested in some of their land being a site for a few small homes please consider coming to a Housing Commission meeting or talking with someone on the board.

5. Maintaining & Expanding Existing Housing Capacity

This workgroup has fewer updates than the others this month. Lake County HRA is still operating their Home Rehab program, although all the spots have been claimed for this year. They plan to offer this program again next year, so if you are interested and missed the opportunity this year, stay tuned for news about next time. This group is also still working on developing a local contractors list as a community resource.

Other updates:

We also had a great time tabling at the Booya and enjoyed talking with people about our wastewater survey and the work of the group. Thanks to Stacy for setting us up and to all who helped make that event a huge success! The Housing Commission meetings on the first Wednesday of the month. We will be shifting our meeting time one hour earlier to accommodate shorter days, beginning with our meeting on Wednesday, December 3, 2025. We will serve dinner at 5:00pm and start our meeting at 5:30pm.

For reference, Housing Commission Board Members are:

Rachel Clark, chair

Sarah Mayer, vice chair

Colby Abasz, secretary

Charlotte Hughes, member

Mike Miller, member

FOF Updates for month of September 2025

Youth Night Attendance-

Sept 4- No Youth Night

Sept 11- 33 kids

Sept 18- 35 kids

Sept 25 - 31 kids

- Still having the LFPA food share giveaway on the 1st Sunday of the month from 1-3pm
- FOF board and Core Staff are still working on updating our handbook
- Looking for volunteers to help with the 2nd annual Halloween Festival Fundraiser that we will have on Oct 25th
- Summer Farmers Markets are done for the season. Winter Markets will be indoors and start on Nov 23rd and be only once a month
- Officially have been approved & signed for the funds from Blandin for improvement & beautification of the grounds. Detailed planning will take place this winter. Work will start as soon as possible in the spring. We will need volunteers to help with some of these projects. Will keep you posted on when the 1st meeting to plan will be.
- Plan for a while- flatscreen above the info table in the lobby that displays info in slideshow style. The table can then be used for decor (seasons, holidays etc) or scrapbooks for people to look through (several ideas.) No more papers blowing everywhere. Hard paper copies would be available still in a tall metal magazine type rack. The screen can also then be used for photo slideshows and videos during celebrations of life, weddings etc. **No cost for township**.

Regular weekly community activities:

Mondays:

- 9:15am Bone Builders
- 7:30pm Alcoholics Anonymous

Tuesdays:

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

Wednesdays:

- 9:15am Bone Builders

Thursdays:

- 6pm - 9pm Youth Night

Fridays:

- 7pm Friday Night Games

Regular Monthly and other upcoming activities:

- NSAP Senior Lunch is on the 2nd Wednesday every month @ 11:30

- Monthly Potluck is on Oct 26. Social time and setup starts at 5pm/Dinner at 6pm

Operations:

- There were 2 rentals with rental fees waived in September.
- There were 6 paid rentals in September for \$1,075.
- Holden electric has been out to gather info needed to replace broken safety lights and info on solar panels. Will be back to assess.

_____ date: _____
Paul Hartshorn- Board Chair

_____ date: _____
Michael Nikula- Vice Chair

_____ date: _____
Roger Peterson- Supervisor

Attested to this 18th day of November, 2025

Lise Abazs- Treasurer (Took the minutes)