

# Town of Crystal Bay

*Finland Home Solutions  
Clair Nelson Community Center*

## **Minutes**

*December 3rd, 2025*

- I. Open Meeting
  - A. Housing Commission Members Present: Rachel Clark(present), Colby Abazs(present), Charlotte Hughes(present), Sarah Mayer(present), Mike Miller(present). Quorum is satisfied.
  - B. Other people in attendance: BJ Kohlstedt, Louise Covert, Katee Rose.
  - A. Mission Statement

Crystal Bay Township Housing Commission seeks to address the need for a range of housing options in Finland and Crystal Bay Township by identifying challenges, investigating solutions, building partnerships, and implementing greater access to affordable and safe housing. This is in service to and for the benefit of a diverse population of both current and future community members living and/or working in the area.
  - B. Review and approve agenda

MOTION: To approve the December 3rd Agenda. Motioned by Rachel Clark, Second by Sarah Mayer, passed by unanimous consent.
  - C. Review and approve regular meeting minutes


MOTION: To approve the November 5th Home Solutions Monthly Meeting Minutes as ammended. Motioned by Charlotte Hughes, Second by Sarah Mayer, passed by unanimous consent.
  - D. Timekeeper: BJ
- II. Reports
  - A. Updates from Special Meeting 12/3/25
  - B. Town Clerk updates
    1. Signed pay claims due Sat, Dec 13th at 9am, email or text 218-226-8757
    2. Mandatory Group Break: Dec 18 - Jan 20
  - C. Town Treasurer updates
    1. Has been roughly \$1000/month base costs for the Housing Commission.
    2. Have enough money to keep operating through the next 6 month commission Feb through July.
  - D. ESMC updates
    1. Wrapping up and getting us final products and party.
- III. Old Business (40min)
  - A. Community Land Trust (10 min)
    1. No meaningful movement recently. Possibly shift this focus with partnership with One Roof Housing.
  - B. Septic and Wastewater Alternatives (10 min)
    1. Septic/Wastewater Survey
      - a) A few packets of paper surveys still need to be entered.

- b) BJ will do the data analysis.
- C. Maintaining & Expanding Existing Housing Capacity (5 min)
  - 1. Childcare home: waiting to see the County minutes to see how it was received.
  - 2. Local contractors list: no updates.
- D. County (5 min)
  - 1. Lake County HRA Updates
  - 2. Lake County Planning & Zoning Updates
    - a) County is accepting applications for new members again.
- E. Momentum (5 min)
  - 1. Revisit decision and plans for:
  - 2. League of MN Cities, Grant Navigator Program: <https://www.lmc.org/resources/grant-navigator/>
  - 3. Greater MN Housing Fund, Rural & Tribal Capacity Building Program: <https://gmhf.com/programs/rural-tribal/>
  - 4. Technical Assistance from MHP(Minnesota Housing Partnerships): mhponline.org
  - 5. Charlette will review the potential grants list from ESMC for opportunities.
- F. Dream Team (5 min)
  - 1. ESMC/Wolf Ridge
    - a) Bill says Wolf Ridge is not stuck on the idea of owning the land under the houses. Want to provide housing for staff and community residents.

IV. New Business (5 min)

V. Adjourn

MOTION: to adjourn. Motioned by Colby Abazs, Second by Charlotte Hughes, passed by unanimous consent.


 date: 4/14/26  
Board Chair- Sarah Mayer

 date: 4/14/26  
B.J. Kohlstedt- Vice Chair

\_\_\_\_ date: \_\_\_\_\_  
Colby Abazs - Secretary

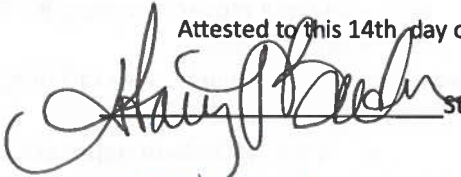
 date: 4/14/26  
Charlotte Hughes- Member

\_\_\_\_ date: \_\_\_\_\_  
Michael Miller- Member

 date: 4/14/26  
Rachel Clark - Member

 date: 4-14-26  
Honor Schauland- Member

Attested to this 14th day of April, 2026

  
Stacy Breden Town Clerk

ORIGINAL