

Town of Crystal Bay

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

Minutes

May 19th, 2026

- I. **Attendance:** Stacy Breden, Paul Hartshorn, Roger Peterson, Michael Nikula, Lise Abazs, Douglas B Perfetto, Terri Perfetto, Amy Nikula, Randy Josephson, Harper Breden, Brock LeBlanc, Dave Geist, Arlene Conzelman
- A. Supervisor Hartshorn called the Regular Meeting of the Crystal Bay Town Board to order at 5:59pm with the Pledge of allegiance.
 - B. In Pursuant with Open Meeting Recording Policy Number 5-2025-04 the Town Clerk will be recording this town meeting including any attendee participation. Once the Agenda is approved the Town Board cannot jump around.
 - C. MOTION: To approve the May Regular Meeting Agenda Motioned by Supervisor Nikula , Seconded by Supervisor Peterson, Passed by unanimous consent.
 - D. MOTION: To approve April Regular Meeting Minutes. Motioned by Supervisor Peterson , Seconded by Supervisor Nikula , Passed by unanimous consent.
 - E. MOTION: To approve Road Tour Minutes. Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.
 - F. MOTION: To approve Board of Appeal and Equalization Meeting Minutes. Motioned by Supervisor Peterson, Seconded by Supervisor Nikula , Passed by unanimous consent.
 - G. MONTHLY TREASURER'S REPORT:
 - i. Income
 - a. Savings Interest \$93.00
 - ii. Expense
 - a. General Government :- Payroll for Supervisors (\$1544), Treasurer (\$1260), and Clerk (\$10410), all significantly higher than average due to extra meetings, training, and the fact that we changed our payroll schedule so this month's payments included additional paychecks for the last 10 days of April. Total travel costs (\$579) included mileage to MAT training at Black Bear for the three attendees who drove separately and a hotel room for one who stayed overnight. Other government expenses: general legal consultation (\$430), accounting program annual & monthly fees(\$2801), printer expense (\$209), clerk postage & paper (\$66), and the local donations approved at the Annual Meeting for FMHS, NSAP, & SBLibrary (\$3000).
 - b. Public Safety: no current expenses
 - c. Public Works: Road & Bridge - Payroll included 118.5 regular hours for Road Supervisor & 30 hours for two additional Road

Workers (\$5438), Contractors (\$150), Road Worker mileage reimbursement (\$102), garage electricity (\$119) & propane (\$384), equipment supplies (\$280), and fuel (\$706). Grader loan interest (\$887)

- d. Culture & Recreation: - Community Center payroll for 7 hours (\$194), general maintenance & service call for water heater (\$212), and capital expense for a new water heater (\$4649). Utilities costs for town hall electricity (\$773), septic pumping (\$960), triangle electricity (\$56), and Urho day biffies (\$1350).
- e. Housing Commission- grant paid expenses included Payroll (\$1131) and mileage (\$168)
- f. Cemetery - Payroll for 4 hours (\$76).
- g. Included in the above expenses are EFT payments for Coop Light & Power (\$948) Visa (\$2813), Amazon (\$50), Grader Loan (\$1952) and Payroll Liabilities (\$5740).

iii. Balance Sheet:

- a. The checking account is at \$125,303, about \$45,000 lower than this time last year. The General Fund has a negative balance of \$29,098, but other funds are sufficient for this time of year. Note that the Community Projects Fund contains \$6,186 restricted grant funds for the housing project, so actual Township working capital is less than \$120,000.
- b. Savings accounts total \$38,141, including Rotating Loan Funds available \$26,761.
- c. Quarterly payroll liabilities due are \$118
- d. The Township's Grader Loan outstanding balance due is \$129,651

iv. Summary:

- a. April expenses totalled \$37,841, more than double the amount budgeted for this month, due primarily to the higher payroll and unbudgeted capital expenses.
- b. Our working budget already had a built-in \$5000 deficit (compared to the levy), and now we have an additional \$46,000 deficit almost equally split between the General Government and Road & Bridge, with two months still left in the budget year.
 - i. 2025 Levy \$219,500
 - ii. Original budget \$224,173
 - iii. YTD Total Expenses \$270,449
- c. No income is expected until the 2026 Levy payment in July. Cash flow projections at the current rate of spending show that by then, our balance will be around \$80,000.
- d. A draft budget will be presented for discussion at next month's meeting, covering July.
- e. 2026 through June 2027, and based on the new levy of \$319,500. It will take into consideration the spending patterns of the past two years as well as some scenarios for addressing and possibly reducing the current debt load.

MOTION: To approve the Monthly Treasurer's Report.

Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.

- H. MOTION to approve April's Bills for a total of \$7,627.99
Motioned by Supervisor Nikula Seconded by Supervisor Peterson , Passed by unanimous consent.
- I. MOTION to approve regular April's monthly pay claims for a gross total pay of \$ 15,249.34
Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent
- J. Board reviews correspondence from Town

II. Reports (5 minutes each)

- A. The Townhall Lawnmower needs some repairs starter, solenoid might be bad and other issues.
I should be looked over by someone.
MOTION: Supervisor Nikula to bring a lawnmower to Seagreens and pay up to \$500.00 for repairs. Motioned by Supervisor Peterson , Seconded by Supervisor Nikula, Passed by unanimous consent Amended Motion to try Jers first then to Seagrens.
- B. Supervisor Updates - Kyler came back to Riverside and removed a few more of the bigger trees he cut down last fall.
- C. Clerks Report Highlights: Stacy
 - i. The town moved to direct deposit at the end of April, I attended an ARDC Emergency Alternatives Route Meeting with Paul via Zoom to discuss alternate routes if Hwy 61 becomes compromised.
 - ii. I will be working on an IRRR Update for the Septic Grant. Kyle was very helpful at the end of April when we got all that rain, and had snowmelt infiltrating our Septic.
 - iii. Dustin Huckell interments were processed
 - iv. I attended the May 15th Housing Meeting
 - v. We received an Invoice from the Finland Flre Dept for our Q1 payment
 - vi. Full Report will be filed with original minutes.
- D. Cemetery Update: Stacy
 - i. Vaughn would like to let the board and attendees know that this Friday at 9 a.m he will be putting flags out and removing them next Tuesday at 9am for anyone interested in helping
 - ii. The Memorial of the kneeling Soldier will still happen just not before Memorial Day.
- E. Clair Nelson Community Center Report :Friends of Finland
 - i. Regular Activities include:
 - a. Monday's 9:15am Bone Builders & 7:30pm AA
 - b. Tuesday's 8:30am to 4pm Tuesday Talents Craft Group
 - c. Wednesday's 9:15am Bone Builders
 - d. Thursday's 6pm to 9pm Youth Night
 - i. April 2- 19 kids
 - ii. April 9- 25 kids
 - iii. April 23- 25kids

- iv. April 30 - 28kids
 - ii. Regular Monthly Activities and Upcoming Events
 - a. NSAP Senior Lunch is on the 2nd Wednesday every month @ 11:30am
 - b. May Potluck is on 31st
 - c. First Farmers Market is June 11th, 5:00-6:30pm
 - iii. Building:
 - a. There was 7 paid rentals for \$1,200 in April 2026
 - b. The automatic flush valve was replaced in the outdoor bathroom
 - c. Some work was done to the septic area to mitigate groundwater infiltration, approved by the Town Clerk.
 - d. The hose Spigot and RV dump are now open for the season.
 - iv. Other:
 - a. Softball fence is half done, the plan is to finish it last weekend in May.
- F. Housing Commission: Stacy
- i. On May 15th we hosted a conversation with key partners to determine next steps in building small-scale affordable housing in Finland. These partners included One Roof Community Housing, Wolf Ridge ELC, Lake County Planning and Zoning, and Lake County HRA. Each partner committed to exploring pathways for a pilot cluster housing project on property to be donated by Wolf Ridge ELC. The Housing Commission, Planning and Zoning and Wolf Ridge will be investigating lot layout options, along with well and septic options. Lake County HRA will conduct a housing study via the MN Housing Partnership. The results of this study can be used to leverage funding for the project. We will continue to explore designer/developer options with One Roof Community Housing.
 - ii. It was discussed at the partners gathering that the Lake County Board will convey the former Childcare House to the Lake County HRA. HRA will sell the property with a TBD mortgage/deed restriction such as workforce, long-term rental and/or Homestead designation. Planning and Zoning will determine if a septic inspection is needed upon sale.
 - iii. We would like to request the Crystal Bay Township Board of Supervisors to consider a motion to allow the Crystal Bay Housing Commission to apply for the following funds:
 - 1. Site, Infrastructure, and construction costs from IRRR Housing Grant Program
 - 2. For cluster housing pilot project
 - 3. IRRR offers a 1:1 match for site, infrastructure, and construction costs. This could include site clearing, well and septic installation, and new construction costs.
 - iv. Clerk Breden advises that a quorum attends the June Housing Commission Meeting on June 9th at 6:30pm to discuss the motion request in depth to understand what this would mean for the Commission moving forward.
 - 1. Clerk Breden also points out that any serious consideration of applying for and possibly receiving funds means that the Town agrees to

extending the Housing Commission- But that the Town needs to take into consideration that 6months on and 1 month pause is going to at some point hinder the projects. This second session is up on September 22nd. Weighing the pros and cons to a full time commission needs to happen.

- a. Would the Town Consider operating outside of the grant funding for liabilities if needed- PERA?
- b. Does the Town want to continue it as a 5 person Commission?
- c. Reorganizing the Commision again- would look like the planning commission- Seats would serve 4, 3, 2 year terms- or staggered accordingly.
- d. The Board would like the Clerk to talk to the Housing Commission and ask them to come to the June Meeting with a Specific ask for a Resolution.

G. Planning Commission- Board Chair Peterson reads the Recommendation from the Planning Commission The Planning Commission has met 4 times over the last few months to discuss options around Road and Bridge and our Grader Bond. The Commission recommends two options to pay down the grader bond; Selling the Pick- Up Truck, using those funds to put towards the principal on the bond.If selling the Pickup is not an option then working the principal pay down cost into the Town Road and Bridge Budget. Also continue Minimum Road work throughout the summer. Another recommendation is to park the Sterling and take the insurance off, looking to allocate that money to the Grader bond or other areas in the Road and Bridge. - Discussion was had on the Recommendation.

- i. Supervisor Nikula would like to see the Mower gotten rid of. Asks Doug if a mower is needed. Doug says he mows typically in the Fall.
- ii. Supervisor Hartshorn asks if maybe the County would lease us a mower on the weekends.

H. Road and Bridge: Doug

- i. Hefflefinger Road is Graded/ Washouts fixed
- ii. Breezy is graded
- iii. Park Hill needs some 3inch minus and leveling with Grader.
- iv. Single Axel needs inspection. Wiring Harness and a leak on the power steering needs fixing. Supervisor Peterson and Hartshorn talked about working on it and getting it back for inspection.
- v. Brock is \$125 an hour if the Town wants him to work on it. He could look at it next week or 2. MOTION for Brock LeBlanc to fix the wiring harness for the headlight and power steering leak. Motioned by Supervisor Nikula, Seconded by Supervisor Peterson, passed by unanimous consent.

III. Old Business:

A. Septic Update: MOTION to approve the Bid Holden made for 7K. Motioned by Supervisor Nikula , Seconded by Supervisor Hartshorn , Passed by unanimous consent

1. Holden electric put in a bid for 7K to:
 - a) -Bring power down to sewer location and set a panel on a post
 - b) -Install surface conduit down the wall under the eave
 - c) -Trench approx 60' from corner of building to panel location
 - d) -Install conduit the length of the trench

- e) -Install conduit inside to main distribution panel and install breaker
 - f) -Pull in wire, set wood post, terminate both ends, and test power
- 2. Drainage of Spring run-off and rain water
Could the Town use a catch basin for the trenching?
- 3. Grease Trap in Kitchen- Clerk to see if we can be reimbursed for this cost though the grant.
- 4. Next Steps for the Septic Project were identified.
 - a) Roger will see about Holden doing prevailing wage for the 7K work
 - b) Clerk will inquire with IRRR re: the grease trap and what happens when there were other costs to the project due to the contractors negligence. How are we reimbursed that money?
- B. Review Snowmobile/ATV Contract before renewal in June- Board says looks good to sign in June.
- C. Discuss Speed Limit Resolutions found on the MAT Website
- D. Discuss Abandonment of Roads discussed from the Road Tour - Clerk to ask MAT Lawyer how people would contest it.

IV. New Business

- A. Review Como LP Costs vs. Superior Fuel LP Costs
The board asks the Clerk to check into other Suppliers to see if we can get a better cost.
- B. Lake County Election Emergency Plan: States that in the event of an Election emergency, The Clair Nelson Center is to be used as back up for the Town of Beaver Bay, Beaver Bay Township and Stoney River. Clerk Breden will submit contact information to Lake County naming herself, Roger Peterson and Arlene Conzelman Friends of Finland's Executive Director as contacts in the event of an Election Emergency.

V. Public Concerns-

- A. Dave Geist would like to say that the Supervisors, residents, and Lise did a great job with the Planning Commission presentation and numbers.

VI. CLOSE MEETING: MOTION: to adjourn the meeting at 7:38 pm until June 16th , 2026 at 6:00 p.m. at the Clair Nelson Community Center. Motioned by Supervisor Nikula , Seconded by Supervisor Peterson , Passed by unanimous consent.