

Greenwood Township Supervisors Board Meeting Agenda

DATE: October 8, 2024 - 6:30 PM

CALL TO ORDER – Chair Roskoski

PLEDGE OF ALLEGIANCE

Meeting is being recorded for transcription and archival purposes

ROLL CALL - Chair Roskoski / Vice Chair Skubic/ Supervisor Gilbert/ Supervisor Stoehr/Supervisor Bassing / Treasurer Maus / Clerk Spicer

PUBLIC COMMENTS

ADDITIONS/CHANGES TO AGENDA

Motion- to accept Agenda. **Vote**

Motion -to approve minutes from regular meeting held September 12, 2024, meeting. **Vote**

FINANCIAL REPORT

1. Motion -to approve Treasurer's Reports. **Vote**
2. Motion -to approve Claims. **Vote**
3. Motion -to approve Payroll. **Vote**
4. Clerk's Financial Reports.

OLD BUSINESS

1. Standard Operating Guidelines for Fire Department.
 - a. Updated copy.
 - b. Proposed amendment to Article 3, Section 1, Officers.
 - c. Proposed amendment to Article 18, Section 1, changing alcohol level to 0.0% and use of cannabis derived prescription drugs.
2. Capital Replacement Plan.
3. Quote from Froe Brothers to replace media in Brassmaster. Results of water tests.

NEW BUSINESS

1. Discussion on "Open Meeting Law".
2. Township Road 4136-Birch Point Road Extension:
 - a) Resolution deeming Birch Point Road Extension as Township Road 4136.

- b) Brushing quotes.
- 3. Quotes to snowplow/sand Township Road 4136 and Greenwood Town Hall parking lot.
- 4. Administrative Assistant-Fire Department-job duties.
- 5. Discussion on Clerk and Treasurer duties.
- 6. Transfer funds from Town Road Fund to General Fund to patch potholes.
- 7. Revised 2025 budget.
- 8. Invoice from Tower Area Ambulance Service for ambulance vehicle replacement donations for years 2022 and 2023.
- 9. Amendments to Paid On Call Policy.
- 10. Performance Evaluation Forms:
 - a) Fire Department employees
 - b) Fire Chief.
- 11. Disposal of unused office furniture.
- 12. Shampoo carpets at Town Hall.
- 13. Handicap door opener-Hall exterior door
- 14. SafeTech Report
- 15. Attorney Contact

SUPERVISOR REPORTS

Skubic	Road Supervisor Petition for road vacate Lodging Tax Board
Bassing	Joint Powers and Recreation
Gilbert	Grounds and Maintenance Broadband Liaison
Stoehr	Noxious Weeds 911 Assignment
Roskoski	Ambulance Commission

FIRE CHIEF REPORT

1.

CLERK REPORT: (Correspondence)

1.

MOTION TO ADJOURN

NEXT MEETING: NOVEMBER 12, 2024 TIME 6:30 PM

Greenwood Township Supervisors Board Meeting Minutes

DATE: September 12, 2024 - 6:30 PM

CALL TO ORDER – Chair Roskoski

PLEDGE OF ALLEGIANCE

Meeting is being recorded for transcription and archival purposes

ROLL CALL - Chair Roskoski / Vice Chair Skubic/ Supervisor Gilbert/ Supervisor Stoehr/Supervisor Bassing / Treasurer Maus / Clerk Spicer – **All Present**

Supervisor Bassing calls Point of Order. He then reads a statement that includes Statute 13D.04, concerning Regular Meeting – Special Meeting and the posting of such meetings, and the Special meeting held on August 21, 2024. He then states the current meeting is in violation and begins to leave. Supervisor Stoehr also cites Statute 13D.04 and agrees the meeting is in violation and will not expose himself to a personal \$300 fine. He follows Supervisor Bassing.

As the they were leaving, Chair Roskoski states she has spoken to the town attorney and reads his reply that states the meeting is not in violation because it was changed at a previous Board meeting via Motion and Vote and therefore could be held as a Regular meeting.

Treasurer Maus then moves to leave the meeting. Clerk Spicer reminds him that Open Meeting violations do not affect the Clerk and Treasurer. He states he will not stay and leaves as the attending public break into laughter.

Chair Roskoski finishes reading the attorney response and states the MAT attorney Fenske and attorney Couri agree on this matter.

Joann Bassing interrupted stating “we spoke to our attorney, also, and he said the meeting was in violation”.

Chair Roskoski responded we can only go by our town attorney. and he said we can go on as a Regular meeting. Joann continues to interrupt, but Chair Roskoski finishes the attorney response and states it’s unfortunate that their attorney disagrees, but we will move forward.

PUBLIC COMMENTS

Joann Bassing comments on the packets, asks about CTC phone service and who our current internet provider is. She then questions Gilbert again on the Bois Forte spending of all of the \$20 million Broadband Grant money, stating her CTC contact told her only \$100,000 was used, so somebody is wrong.

Gilbert responded he doesn't know how CTC would even have that information, but he was given the information from the guy who wrote the grant and feels he is a better source.

Joann then goes into a long rehashing of the July meeting discussion of the Brassmaster filter change. Chair Roskoski said that was clarified during the August meeting that Joann obviously did not listen to. Joann confirmed she listened to the August meeting discussion and was aware of the information provided, but just wanted to let everyone know that Supervisor Gilbert was wrong.

Joann then spoke of her hearing issue, that she had sent that information to Debby. She asked what would be done to resolve it. Chair Roskoski stated she did speak to our township attorney and that we did not have to comply because she has the ability to listen to the tape or on the telephone.

Steve Zaudke compliments the swift completion of the Pickleball courts and said it is amazing. He stated 60% of the funding came from community donations and commends the Pickleball leadership. He spoke of 3 benefits-physical, mental and social-which are very important. He thanks the community, the Pickleball leaders and the Board of Supervisors.

Mark Drobac asked why we are not contacting the MAT attorney, which is free, instead of contacting the Township attorney which charges a fee. Chair Roskoski stated we often contact the MAT attorney, but we are often told by him that we need to contact our Township attorney if we want a legal opinion.

ADDITIONS/CHANGES TO AGENDA

Motion – by Skubic/Gilbert to accept Agenda. Vote 3/0 carried

Motion – by Gilbert/Skubic to approve minutes from special meeting held August 21, 2024, meeting. Vote 3/0 carried

TREASURER REPORT

Chair Roskoski states the Treasurer had provided a summary. The summary totals are close but off from the Clerks Schedule 1. The Disbursement register provided by Treasurer was for the wrong month. Joann Bassing interrupts and was asked by Roskoski to refrain.

Motion -to approve Treasurer's Report. None

Motion – by Roskoski/Skubic to request Treasurer provide his Bank Reconciliation and Schedule 1 at every monthly meeting. Vote 3/0 carried

Roskoski had a question on the invoice from L&M for the purchase of boots. She asked Supervisor Gilbert if it was normal practice for this type of purchase for the Fire Dept. Supervisor Gilbert said no, but there may have been special circumstance. Clerk Spicer asks if the Board wants to not pay that claim. Roskoski said to pay but will request clarification from Chief Maus at the next meeting. Clerk Spicer states the insurance amount paid for insurance

was corrected and the amount on report sent out was listed only to hold that position until the actual amount was received today.

Motion – by Skubic/Gilbert to approve Claims. Vote 3/0 carried

Roskoski states Clerk Spicer is doing wonderful job on payroll. She is still working on PERA missed payments since March of 2022, while the Treasurer was doing payroll. The Clerk has paid the last 2 months of PERA to keep current.

Clerk Spicer states part of the issue is the amounts paid to Supervisor Gilbert vary in March and April, from the usual consistent supervisor pay. Clerk Spicer will see if she can get that information from ADP and continue to work with PERA and get issues resolved.

Clerk provided Schedule 1, Bank Reconciliation, outstanding checks report and bank statements, all matching to the penny.

Motion - by Gilbert/Skubic to approve Payroll. Vote 3/0 carried

OLD BUSINESS

In Chief Maus' absence, Chair Roskoski reports -

Licensing landing pad - She spoke with Jared of the Department of Transportation earlier today, he said Jeff Maus had reached out to him on licensing a Heliport. Currently we are an Emergency Landing Zone and have not licensed it. She is not sure why it was looked in to. The report states there are lots of obstacles that would need to be moved. There would be a \$40 licensing fee for 3 years and we would not be required to purchase additional insurance. The Pickleball project is not a problem. It is not known if there is a license required for Emergency Landing Zone. It has been here for many years and has never been licensed before. Jared was supposed to call in but was apparently told not to call in.

Standard Operating Guidelines for Fire Department.

Updated copy - Chair Roskoski states we have been waiting for the updated copy of the SOG's for 3 months, we have not yet seen.

a. **Proposed amendment to Article 3, Section 1, Officers.**

b. **Proposed amendment to Article 18, Section 1, changing alcohol level to 0.0% and use of cannabis derived prescription drugs.**

A couple of amendments, we have not seen.

Updated copy for Paid On-Call Policy. We received a copy of POC additions/deletions we have not had time to read in detail.

Motion - by Skubic/Gilbert to table Paid on Call policy until the October meeting. Vote 3/0 carried

1. Capital Replacement Plan - Not seen yet
2. Plan to brush Township Road 4136 from Fire Chief Maus/Supervisor Gilbert. On hold until we heard from attorney-
3. Performance evaluations. (Fire Chief to obtain forms from other departments.) We did receive a performance review form yesterday, but no completed reviews.

Motion by Gilbert/Skubic to table the review the Performance Evaluation Form until the October meeting. **Vote 3/0 carried**

4. Brassmaster quote from Fro Bros. Water sample taken before it goes into the Brassmaster and a sample after it comes out of the Brassmaster to determine if Brassmaster is working at all. Results not received yet.

Motion by Gilbert/Skubic to table the Brassmaster quote until the water results are ready. **Vote 3/0 carried**

NEW BUSINESS

1. Letter from township attorney regarding designation of Birch Point Road Extension, Township Road 4136 – Chair Roskoski reads portion of letter from Attorney Couri, included in packet, pertaining to abundance of evidence the Township has been maintaining Birch Point Extension for at least 30 years -after 6 years of maintaining it becomes the Townships Road – this cannot practically be reversed. We did not opt to take on ownership of this road, it has been our road for over 30 years. Now we know it is a Township Road. The Township has the legal right to brush the right of way, but she does NOT see the Township clear cutting the road to 66 feet. Some of the road is not where it should be, and we will need a survey to document the limits of right of way for the unplatted portion.

The Township has the right to turn the road back to gravel, continue to patch, or repave and assess those residents.

Supervisor Skubic states the repair job was very good. They used twice the material expected and man hours. We got a good deal, and it should save the road for many years.

Roskoski said the money from the fund for that road will be moved into the general fund to help cover the cost. She said our attorney Couri recommends we adopt a resolution to make it official, so we have records for future Board and stop the confusion.

2. Administrative Assistant-Fire Department-job duties. Chair Roskoski has been asking for the SOG and other updates and duties that appear to be the duties this person should be doing but are not. We are paying this person, and we need to get these updated, so we know what we are paying this person to do.

Motion – by Skubic/Gilbert to table the job description for the Fire Department Administrative Assistant. **Vote 3/0 carried**

3. Vacancy on RAMS Board ending 12/31/2024. Nominations due 9/20/2024. If anyone is interested, we need to notify them by the 20th of September. – no interest
4. Levy Resolution for 2024, payable 2025 for \$300,000. – Resolution read by Clerk

Motion – by **Skubic/Gilbert** to approve Resolution #10-2024 approving the Levy of \$300,000 payable in 2025. **Vote 3/0 carried**

5. Corporate Four Insurance (public officials and employment practices liability insurance) renewal-expires 10/12/2024.

Motion – by **Gilbert/Skubic** to approve renewing the Public Officials liability insurance for \$14,021.68 through Corporate 4, that expires on 10/12/2024 **Vote 3/0 carried**

SUPERVISOR REPORTS

Skubic Road Supervisor- repair was done. It's too late in season for brushing and have not had luck getting anyone to do it as the last company we had do it was harassed by some residents and they won't come back. Nice letter from Interior Association complimenting the road repair. Only thing to worry about now is plowing and sanding.

Motion – by **Skubic/Gilbert** to place ad in both papers in September and October for plowing and sanding Birch Point Extension. **Vote 3/0 carried**

Attorney has stated we could have a public hearing to get input on resolving brushing issue.

Lodging Tax Board – no report

Gilbert Grounds and Maintenance – talked with Paul Thompson-they are putting grass seed around the new Pickleball courts. He talked with the fire captain about half a dozen trees that need removal or trimming and having it as fire training.

Broadband Liaison - Spoke with Randy Long about Broadband. They are trying to work with Lake Country Power to use their poles-specifically on Isle of Pines – due to the ledge rock-possibly offer some payment. There are 3 other areas with problems and looking for options.

Roskoski Ambulance Commission -attended first Ambulance Commission meeting. There was a presentation from Patty Banks of Ely Hospital on SafeTech proposal - trying to get Regionalized Ambulance by merging the 4 licenses into one. It would be the Ely Hospital, Ely Ambulance service, Tower and Babbitt. The Ely Hospital would hold the license, but they all need to be on board before it goes anywhere. Once that happens, they may be coming to the Townships looking for support, but that is premature right now. They will be invoicing us for the last two years that were not paid-which we will put on a future meeting.

Conversation broke out about the Supervisors leaving and several people were disappointed in them. They attended last month's meeting and knew it was voted on to change the meeting date. Joann Bassing insisted John did not vote yes and that the last meeting was a Special meeting, and this one should have been too. Clerk Spicer stated the only reason last months meeting was held as a Special meeting was because Supervisor Bassing insisted it had to be, but since then, we found that was not true and that a changed meeting could be held as a Regular meeting if the Board voted on it at a previous meeting. Chair Roskoski stated we had agreement by both attorneys, that the Regular meeting is correct and that is all we can go by. Joann Bassing continued to argue, and Chair Roskoski said, "well I guess we will see you in court." Joann Bassing replied, "Yes you will." Roskoski stated that their leaving is very unfortunate and that we all should be there to serve Greenwood.

CLERK REPORT: (Correspondence)

1. Letter from Birch Point Interior Association – Clerk read the letter, and they said it was the best that was ever done, and they are very pleased.
2. ADP fee increase – don't know how much but it will be effective in October 2024.
3. Tax Forfeited Settlement Sales notice –all 4 in Vermilion Grove - information available if interested.

NEXT MEETING: Tuesday, October 8, 2024, at 6:30 PM

MOTION TO ADJOURN by Gilbert/Skubic Vote 3/0 carried Time – 7:35

Chair _____ Clerk _____

Greenwood Township - Treasurer

Receipts Register

10/7/2024

Fund Name: All Funds

Date Range: 09/01/2024 To 09/30/2024

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
09/19/2024	St. Louis County	161744	Admin- ARPA Grant Admin	(09/19/2024) -	N	American Rescue Plan-Covid19	100-33182-	\$ 3,000.00
								\$ 3,000.00
09/27/2024	Ann Shultz	161745	3 fire signs, two separate checks,3 addresses	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 120.00
								\$ 120.00
09/27/2024	Craig Nelson	161746	new fire sign	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 65.00
								\$ 65.00
09/27/2024	Breanna Graf	161747	new fire sign	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 65.00
								\$ 65.00
09/27/2024	Richard Abel	161748	2 fire signs	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 40.00
								\$ 40.00
09/27/2024	Frontier Communications	161750	Refund	(09/27/2024) -	N	Refunds of Expenses	100-36250-	\$ 116.04
								\$ 116.04
09/30/2024	Frandsen Bank	161749	Interest earned chx	(09/30/2024) -	N	Interest Earning	100-36210-8	\$ 206.74
								\$ 206.74
09/30/2024	Frandsen Bank	161751	Interest earned	(09/30/2024) -	N	Interest Earning	224-36210-8	\$ 0.29
								\$ 1.34
								\$ 1.63
09/30/2024	Frandsen Bank	161752	Interest earned	(09/30/2024) -	N	Interest Earning	201-36210-8	\$ 0.89
								\$ 1.60
								\$ 2.49
09/30/2024	LPL Financial	161753	interest	(09/30/2024) -	N	Interest Earning	224-36210-	\$ 0.23
								\$ 0.18
								\$ 0.41
09/30/2024	LPL Financial	161754	Interest	(09/30/2024) -	N	Interest Earning	223-36210-	\$ 1.78

Fund Name: All Funds

Date Range: 09/01/2024 To 09/30/2024

Total for Selected Receipts

<u>Date</u>	<u>Renitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
						Interest Earning	230-36210-	\$ 0.14
								\$ 1.92
Total for Selected Receipts								\$ 3,619.23

Date Range : 9/1/2024 To 9/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/09/2024	Bound Tree Medical LLC	Inv # 85480254 - ems supplies	22067	\$466.35	100-42275-310-	EMS Supplies	\$466.35
09/12/2024	North Star Training & Consulting	M. Villebrun FF1 & FF2 Certification Instruction 140 hrs	22068	\$1,725.00	100-42240-308-	Fire Training	\$1,725.00
09/12/2024	Greenwood Community Recreation Boa	2nd portion-final payment - Pickleball contract	22069	\$999.00	100-41001-440-	General Government	\$999.00
09/16/2024	Portable John	Inv #32462 Reg Pro-rate, Inv #32463 HDCP 8/19/2024 Inv#31013-Reg Toilet 7/29/2024,	22070	\$362.85	100-41940-223-	General Government Buildings and Plant	\$85.05
					100-41940-223-	General Government Buildings and Plant	\$134.40
					100-41940-223-	General Government Buildings and Plant	\$143.40
09/17/2024	Perpich TV & Music	Inv 10015888	22071	\$170.00	100-41001-201-	General Government	\$170.00
09/17/2024	RMB Environmental Laboratories	Inv# H016080	22072	\$73.15	100-41001-227-	General Government	\$73.15
09/17/2024	Tech Bytes	Invoice #7376 950V Battery Backup System	22073	\$149.99	100-41920-201-	Data Processing	\$149.99
09/24/2024	North St Louis Soil and Water	Deposit refund	22074	\$100.00	100-44101-418-	Town Hall Rent/Dep Refund	\$100.00
09/24/2024	Debby Spicer	mlieage-Tower	22075	\$13.40	100-41001-331-	General Government	\$13.40

Date Range : 9/1/2024 To 9/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/26/2024	Range Office Supply & Equipment	Inv# 268530 office supplies	22076	\$125.47	100-41001-201-	General Government	\$125.47
09/26/2024	Liz Villnow	refund hall deposit \ quilting retreat Sept 2024	22077	\$200.00	100-41001-418-	General Government	\$200.00
09/27/2024	Colosimo, Patchin, & Kearney	Inv 32973 for the month of December 2023	22078	\$500.00	100-41001-304-	General Government	\$500.00
09/27/2024	Elan Financial Services	Clerk - Office supplies for \$32.45 FD supplies & postage for \$1,165.32 8/15-9/23	22079	\$1,168.77	100-41001-810- 100-41001-201- 100-41001-322- 100-42201-240-	General Government General Government General Government Fire Protection	(\$29.00) \$31.11 \$73.00 \$1,093.66
09/30/2024	Lake Country Power	Electricity 08/17/24 - 9/17/2024	22080	\$304.15	100-41940-381-	General Government Buildings and Plant	\$304.15
09/30/2024	Pam Rodgers	Reconcile CTAS acting Clerk computer-Train Clerk on month end recon process thru 9/9/24	22081	\$575.00	100-41001-301-	General Government	\$575.00
09/30/2024	Tower News	9/6 ad-mtg chng	22082	\$30.00	100-41110-351-	Council/Town Board	\$30.00
09/30/2024	EO Johnson	Inv# - INV1621175	22083	\$25.01	100-41001-202-	General Government	\$25.01
09/30/2024	Couril & Ruppe, P.L.L.P.	9/5/2024 thu 9/18/2024	22084	\$596.25	100-41001-304-	General Government	\$596.25

Date Range : 9/1/2024 To 9/30/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/30/2024	Minnesota Telecommunications	Inv 11156	22085	\$48.00	100-41001-321-	General Government	\$48.00
09/30/2024	Greenwood Community Recreation Boa	Covid Grant approved by County to use for pickleball -	22086	\$3,000.00	100-41001-440-	General Government	\$3,000.00
Total For Selected Claims				\$10,632.39			\$10,632.39

Craig A Gilbert	Town Supervisor	Date
John J Bassing	Town Supervisor	Date
Lois M Roskoski	Chair, Town Supervisor	Date
Paul R Skubic	Town Supervisor	Date
Richard Stoehr	Town Supervisor	Date

September 2024 Payroll paid Oct

Personnel	Hours			Earnings				Gross
	Reg	O/T	H 3/4	Reg	O/T	E 3/4	E 5	
Paid-In Department - CLERK1 - Clerk								
Spicer, Debby				2,316.59				2,316.59
Paid-In Department - FDCHF1 - Fire Chief								
Maus, Jeffrey				798.19				798.19
DeJoode, David	5.25			78.75				341.25
Rate: 15.00								
Rate: 25.00	10.50			262.50				
Dowden, Dean C	3.00			45.00				245.00
Rate: 15.00								
Rate: 25.00	8.00			200.00				
Dowden, Tammie J	3.00			45.00				145.00
Rate: 15.00								
Rate: 25.00	4.00			100.00				
Edmunson, Brenda Ann	4.25			63.75				63.75
Rate: 15.00								
Rate: 25.00	4.25			106.25				
Maus, Jeffrey	6.25			93.75				312.50
Rate: 15.00								
Rate: 25.00	8.75			218.75				
Milbridge, Eric	5.00			75.00				100.00
Rate: 15.00								
Rate: 25.00	1.00			25.00				
Nelson, Peggy	7.00			105.00				105.00
Rate: 15.00								
Politano, Rodney	3.00			45.00				45.00
Rate: 15.00								
Strong, Kristal	5.25			78.75				322.50
Rate: 15.00								
Rate: 25.00	9.75			243.75				
Trancheff, Brian	7.25			108.75				108.75
Rate: 15.00								
Villebrun, Mckenna B	7.25			108.75				196.25
Rate: 15.00								
Rate: 25.00	3.50			87.50				
Paid-In Department - FRADMN - FIRE ADMIN								
Nye, Amber Dawn				252.38				252.38
Paid-In Department - FRECAP - Fire Captain								
DeJoode, David				300.00				300.00
Trancheff, Brian				300.00				300.00
Paid-In Department - JANTR1 - JANITORIAL								

Sawyer, Jerry R	10.25			307.50				307.50
Rate: 30.00								
	Totl Hrs Worked: 10.25							
Paid-In Department - SUPERV - Supervisors								
Bassing, John J				383.02				383.02
Gilbert, Craig				383.02				383.02
Roskoski, Lois M				414.44				414.44
Skubic, Paul				383.02				383.02
Stoehr, Robert				383.02				383.02
Paid-In Department - TREAS1 - Treasurer								
Maus, Jeffrey				962.50				962.50



Your last visit was Tue 08/20/2024 12:02 PM CDT

Confirmation

Your payment has successfully been submitted and will settle on the date you requested. Thank you for using Minnesota PERA's electronic payment system.

Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **SOMPER000768629**

Payment Details

PERA - for Aug Payroll

Description MN PERA
MN PERA Payment
<http://www.mnpera.avenet.net>

Payment Amount \$349.70

Payment Date 09/30/2024

Status SCHEDULED

PERA Employer ID Number 502100

Payroll Paid Date (MMDDYYYY) 09152024

Payment Method

Account Nickname new checking

Bank Routing Number 091901202

Bank Name FRANDSEN BANK & TRUST

Bank Account Number *9840

Bank Account Type Checking

Bank Account Category Consumer

Confirmation Email clerk@greenwoodtownshipmn.com

Fund Name: All Funds

Date Range: 09/08/2024 To 10/08/2024

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
09/19/2024	St Louis County	161744	APPA grant	(09/19/2024) -	N	American Rescue Plan-Covid19	100-33182-	\$ 3,000.00
								<u>\$ 3,000.00</u>
09/27/2024	Todd or Ann Schultz	161745	Schultz, Kyle Kendrowski, Wendy & Mike Zimny - 2 ea 911 Fire sign	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 120.00
								<u>\$ 120.00</u>
09/27/2024	Brenley or Craig Nelson	161746	911 fire sign 2 new	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 65.00
								<u>\$ 65.00</u>
09/27/2024	Breanna Graf	161747	911 fire sign new	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 65.00
								<u>\$ 65.00</u>
09/27/2024	Richard Abel	161748	911 fire sign x 2	(09/27/2024) -	N	Fire Number Sign Sales	100-34110-	\$ 40.00
								<u>\$ 40.00</u>
09/27/2024	Frontier	161750	refund of over-payment	(09/27/2024) -	N	Refunds of Expenses	100-36250-	\$ 116.04
								<u>\$ 116.04</u>
09/30/2024	Frandsen Bank	161749	checking interest	(09/30/2024) -	N	Interest Earning	100-36210-	\$ 206.74
								<u>\$ 206.74</u>
09/30/2024	Frandsen Investment Services	161751	savings interest	(09/30/2024) -	N	Interest Earning	222-36210-	\$ 0.29
								<u>\$ 0.29</u>
								<u>\$ 1.34</u>
								<u>\$ 1.63</u>
09/30/2024	Frandsen Bank	161752	Savings acct interest	(09/30/2024) -	N	Interest Earning	201-36210-	\$ 0.89
								<u>\$ 0.89</u>
								<u>\$ 1.60</u>
								<u>\$ 2.49</u>
09/30/2024	LPL Financial	161753	interest	(09/30/2024) -	N	Interest Earning	224-36210-	\$ 0.23
								<u>\$ 0.18</u>
								<u>\$ 0.41</u>

Fund Name: 01 Funds

Date Range: 09/08/2024 To 10/08/2024

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void Account Name</u>	<u>F-A-P</u>	<u>Total</u>
09/30/2024	LPL	161754	interest	(09/30/2024) -	N Interest Earning	100-36210- 230-36210-	\$ 1.78 \$ 0.14
Total for Selected Receipts							\$ 1.92 \$ 3,619.23

As on 9/30/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	176,129.87	202,182.67	0.00	113,470.89	374,108.48	5,566.00	34,497.25	77,611.70	257,566.00	335,177.70
Road and Bridge	0.00	0.22	0.00	34,497.25	0.00	34,497.47	0.00	0.00	34,497.47	34,497.47
Greenwood Capital Equipment Fund	0.00	0.85	0.00	0.00	0.00	0.85	0.00	0.00	89.17	89.17
Fire Dept Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building / Capitol Equipment Fund	0.00	3,276.81	62,643.99	0.00	0.00	3,281.81	62,638.99	0.00	63,056.14	63,056.14
Isle of Pines Bridge Main	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Greenwood Trail Fund	0.00	543.05	0.00	0.00	0.00	543.05	0.00	0.00	21,028.54	21,028.54
Community Enhancement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Broadband Fund	0.00	2,655.24	100,836.90	0.00	0.00	52,660.24	50,831.90	0.00	50,830.66	50,830.66
Total :	176,129.87	208,658.84	163,480.89	147,968.14	374,108.48	96,549.42	147,968.14	77,611.70	427,067.98	504,679.68

Greenwood Township
Bank Reconciliation

9/30/2024

Balance per Bank	\$	92,766.71
+ Deposits in Transit		
- Outstanding Checks		15,155.01

Adjusted Balance	\$	77,611.70
------------------	----	-----------

Beginning Balance 8/31/2024	\$	240,148.45
-----------------------------	----	------------

Plus Deposits per Receipts Register		3,612.78
Transfers		-
		-

Less: Disbursements		166,149.53
---------------------	--	------------

Adjusted Balance	\$	77,611.70
------------------	----	-----------

Investment

Investments List Add Investments

Search By

Not Sold

Search by Not Sold

ID	Type	Description	Maturity Date	Purchase Date	Int Rate	Curr. value	Amount
201	Savings	Road Fund - Frandsen Savings 778	12/31/2024	06/06/2024	0.000		\$34,497.47
222	Super Savings	Greenwood Capital Equipment Fund	12/31/2024	12/31/2009	0.020		\$89.17
224	CD	TTL Broadband	12/12/2024	07/16/2024	5.350		\$0.00
228	Super Savings	Building Fund/Future	12/31/2024	12/31/2009	0.020		\$417.90
230	Super Savings	Greenwood Trails	12/31/2024	12/31/2009	0.020		\$498.65
2230	CD	LPL Investment 0603 - Trail Fund	12/12/2024	11/22/2023	5.400		\$20,529.89
2240	CD	LPL Investment 0641 - Broadband	12/12/2024	11/22/2023	5.400		\$50,830.66
2250	Jumbo CD	LPL Investment 8602 - Jumbo CD	12/23/2024	12/21/2022	4.400		\$257,566.00
2280	CD	LPL Investment Acct 2195 - Building a...	12/12/2024	11/22/2023	5.400		\$62,638.24

[****-8602 TOWN OF GREENWOOD Brokerage - Non-retirement]

Account Summary

Institution	Account #	Name	Open Date	Account Type	Description	Market Value
LPL Financial	****-8602 100	TOWN OF GREENWOOD	12/05/2022	Religious, Fraternal, Charitable, Non-Profit	Brokerage - Non-retirement	257,340.21
1 Accounts Total						257,340.21

Security Identifier	Description	Type	Shares	Price	Market Value
32026UZT6	FIRST FOUNDATION BANK IRVINE CA CD FDIC #58647 CPN 4.400% DUE 12/23/24 DTD 12/23/22 FC 06/23/23	Certificate of Deposit	252,000.000	99.91	251,774.21
9999227	Insured Cash Account	Money Market	5,566.000	1.00	5,566.00
2 Positions Total					257,340.21

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[****-0641 BROADBAND Brokerage - Non-retirement]

Account Summary

Institution	Account #	Name	Open Date	Account Type	Description	Market Value
LPL Financial	****-0641 2240	BROADBAND	11/13/2023	Religious, Fraternal, Charitable, Non-Profit	Brokerage - Non-retirement	50,830.66
1 Accounts Total						50,830.66

Security Identifier	Description	Type	Shares	Price	Market Value
69355NGA7	PNC BANK NA WILMINGTON DE CD FDIC #06384 IAM CPN 5.400% DUE 12/12/24 DTD 06/12/24 FC 12/12/24	Certificate of Deposit	50,000.000	100.00	50,000.00
9999227	Insured Cash Account	Money Market	830.660	1.00	830.66
2 Positions Total					50,830.66

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[****-2195 BUILDING/CAPITOL Brokerage - Non-retirement]

Account Summary

Institution	Account #	Name	Open Date	Account Type	Description	Market Value
LPL Financial	****-2195 228	BUILDING/CAPITOL	11/14/2023	Religious, Fraternal, Charitable, Non-Profit	Brokerage - Non-retirement	62,638.24
1 Accounts Total						62,638.24

Security Identifier	Description	Type	Shares	Price	Market Value
69355NGA7	PNC BANK NA WILMINGTON DE CD FDIC #06384 IAM CPN 5.400% DUE 12/12/24 DTD 06/12/24 FC 12/12/24	Certificate of Deposit	62,000.000	100.00	62,000.00
9999227	Insured Cash Account	Money Market	638.240	1.00	638.24
2 Positions Total					62,638.24

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[****-0603 TRAIL Brokerage - Non-retirement]

Account Summary

Institution	Account #	Name	Open Date	Account Type	Description	Market Value
LPL Financial	****-0603 230	TRAIL	11/14/2023	Religious, Fraternal, Charitable, Non-Profit	Brokerage - Non-retirement	20,529.89
1 Accounts Total						20,529.89

Security Identifier	Description	Type	Shares	Price	Market Value
69355NGA7	PNC BANK NA WILMINGTON DE CD FDIC #06384 IAM CPN 5.400% DUE 12/12/24 DTD 06/12/24 FC 12/12/24	Certificate of Deposit	20,000.000	100.00	20,000.00
9999227	Insured Cash Account	Money Market	529.890	1.00	529.89
2 Positions Total					20,529.89

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From: lois.roskoski@greentownshipmn.com
Sent: Thursday, October 3, 2024 10:38 AM
To: Greentownship Clerk
Subject: FW: Re: Proposed change to Standard Operating Guidelines

Here is the opinion from the Attorney regarding change to SOG;s. We can add to agenda packet on Tuesday, if it already went out. Thanks.

Lois

-----Original Message-----

From: "Mike Couri" <mike@couriruppe.com>
Sent: Thursday, October 3, 2024 10:11am
To: "lois.roskoski@greentownshipmn.com" <lois.roskoski@greentownshipmn.com>
Subject: Re: Proposed change to Standard Operating Guidelines

Lois,

I have reviewed the law on cannabis testing, have reviewed the League of Minnesota Cities materials on cannabis testing, and have spoken to the Minnesota State Fire Chief's Association regarding cannabis testing.

The cannabis laws are very new, not very well written, spread across several different chapters of Minnesota Statutes, and are somewhat vague, leading to differing interpretations depending on who you talk to.

On the whole, the language the Township is proposing for its SOGs will need to be revised by the Township to account for the different testing procedures for cannabis than those used for alcohol, and to address additional testing requirements imposed by statute. While alcohol testing is done via blood test, cannabis testing is done via urine test. Further, because cannabis testing can't reveal whether someone is impaired by cannabis, it is not necessarily useful. The Township may be just as likely to be testing whether a firefighter responded to a call with cannabis in his possession as it is to be testing whether that firefighter had cannabis in his system.

The current state of Minnesota law is that most employees cannot be randomly tested for cannabis, although safety employees such as firefighters can be routinely tested. Minn. Stat. 181.951, Subds. 8-9. Further, if an employee tests positive for cannabis, and they are using medical cannabis, they cannot be disciplined for testing positive unless the patient used, possessed or was impaired by medical cannabis on the premises of the place of employment or during the hours of employment. Minn. Stat. § 152.32, Subd. 3(c).

Minn. Stat. § 181.953, Subd. 10.a. appears to allow an employer to discipline an employee if the employee: 1) used or possessed cannabis in the employer's facility or equipment or while at work, or 2) the person is under the influence of cannabis at work, and one of the following is also true:

- If, as a result of consumption, the employee lacks the "clearness of intellect and control of self" than the employee otherwise would have if no consumption had occurred;
- Cannabis testing verifies the presence of cannabis, following a confirmatory test (the statute is not clear if this testing refers to testing for the presence of cannabis in a person's urine or whether it refers to testing a substance for the presence of cannabis);
- Such possession or use is in violation of the employer's written policy, which also contains the language required by Minn. Stat. § 181.952; or
- The employer is otherwise authorized or required to discipline the employee by federal or state law or regulations, or if failure to do so would violate federal or state law or would result in the loss of monetary or licensing benefits under federal law or regulation.

Note that under these rules, merely having THC in your system is not a basis by itself for disciplining an employee, particularly since THC can remain in someone's body at detectable levels for a month or more.

The language required by Minn. Stat. § 181.952 to be in the Township's personnel policy consists of the following (it needs this language for both alcohol and cannabis testing regimens):

- (1) the employees or job applicants subject to testing under the policy;

- (2) the circumstances under which drug or alcohol testing may be requested or required;
- (3) the right of an employee or job applicant to refuse to undergo drug and alcohol testing and the consequences of refusal;
- (4) any disciplinary or other adverse personnel action that may be taken based on a confirmatory test verifying a positive test result on an initial screening test;
- (5) the right of an employee or job applicant to explain a positive test result on a confirmatory test or request and pay for a confirmatory retest; and
- (6) any other appeal procedures available.

The Township will need to add the policies it wants to use for each of these six items listed above to its SOGS. This language will be needed for both alcohol testing and cannabis testing. I suggest that the Township contact the City of Virginia to both obtain a copy of their SOGs on this issue and to find out what laboratories they use to conduct the City's alcohol and cannabis tests. This language will give the Township some ideas about what types of testing it may want to perform and which lab it may want to use to conduct such testing.

I suggest that Page 10, Article XVIII, Section 1, be revised as follows:

"Any Firefighter or EMS who has responded to an emergency call and is suspected of being under the influence of alcohol can be tested and can have a Blood Alcohol Content (BAC) no greater than 0.00. There is zero tolerance for the presence of alcohol in a person's blood while at work. Any Firefighter or EMS who has responded to an emergency call and is suspected of being impaired by the use of cannabis can be tested for the presence of cannabis derived products. In addition, any product suspected of containing cannabis that a Firefighter or EMS who has responded to an emergency call has on their possession or uses while responding to such call may also be tested for the presence of cannabis derived products. The Township maintains a zero tolerance policy for the presence of cannabis on an employee's person or the use of cannabis while responding to a call on behalf of the Township."

I recommend deleting the following sentence as it does not add anything of substance to the SOG: "With the recent legalization of recreational cannabis use by adults,

"The Minnesota Drug and Alcohol in the Workplace Act (DATWA) was also amended, including provisions authorizing drug and alcohol testing of job applicants and employees. As result, any existing employer drug and alcohol testing policies should be updated to reflect the changes in the law."

Please be aware that the current law is likely going to be interpreted in different ways by different organizations and different people. I expect this to lead to changes in the law during the 2025 legislative session in an attempt to clarify the law, and these changes may require the Township to revise its SOGs to be in conformance with such future changes. In addition, it is unclear whether the Office of Cannabis Management ("OCM") has the authority to issue rules or regulations regarding cannabis use in the workplace. If so, additional changes may have to be made depending on what rules or clarifications may be issued by OCM.

Finally, I expect at some point that some state agency (perhaps the Minnesota Department of Labor?) may issue interpretations of the statutes noted in this email. It is my belief that the current statutes can be interpreted in so many different ways that either a state agency will have to issue clarifying interpretations or the legislature will have to amend the statutes to make them clearer. Either way, this area of law is very likely to evolve over the next nine months, which may require additional updates to the SOGs.

Michael C. Couri
Couri & Ruppe, P.L.L.P.
705 Central Avenue East
P.O. Box 369
St. Michael, MN 55376
763-497-1930

clerk@greentownshipmn.com

From: lois.roskoski@greentownshipmn.com
Sent: Wednesday, August 14, 2024 10:48 AM
To: Greenwood Township Clerk
Subject: FW: Estimate 2555 from Froe Bros Drilling LLC

Please include this in the packet for the Brassmaster issue.

-----Original Message-----

From: "Froe Bros Drilling LLC" <quickbooks@notification.intuit.com>
Sent: Wednesday, August 14, 2024 10:20am
To: lois.roskoski@greentownshipmn.com
Subject: Estimate 2555 from Froe Bros Drilling LLC

Dear Greenwood Township Hall,

Please review the estimate below. Feel free to contact us if you have any questions.
We look forward to working with you.

Thanks for your business!
Froe Bros Drilling LLC

----- Estimate ----- PO Box 366 Cook, MN 55723 US 2186665466
www.froebros.com Estimate #: 2555 Date: 08/14/2024 Exp. Date: 09/14/2025 \$2,020.53 -----
----- Address: Town of Greenwood 3000 Co Rd 77 Tower, MN 55790 -----
----- Service Address: SAME Description Qty Rate Amount CR26 MN, H2SN* ARSENIC MEDIA 3
523.51 1,570.53T (HRS) Labor 3 150.00 450.00T
----- SubTotal: \$2,020.53 Tax:
\$0.00 ----- Total: \$2,020.53



RMB

Environmental Laboratories, Inc.
www.rmbel.com

Burnsville

501 Highway 13 East Suite 104
Burnsville, MN 55337
952-456-8470

Detroit Lakes

22796 County Highway 6
Detroit Lakes, MN 56501
218-846-1465

Virginia

110 1/2 S 15th Avenue W
Virginia, MN 55792
218-440-2043

Laboratory Results
September 13, 2024

Report To: Greenwood Township
JoAnn Bassing
3000 County Road 77
Tower, MN, 55790

Bill To: Greenwood Township
JoAnn Bassing
3000 County Road 77
Tower, MN, 55790

Lab Code: H016080-02
Matrix: Water
Date/Time Sampled: 09/05/2024 07:30
Date/Time Received: 09/05/2024 15:30
Samplers: Debby Spicer
Sample Receipt Temperature °C 9.7

Sample Description: After Filtration
Property Owner Name:
Sampling Point:
Unique Well ID:
Sample Receipt Information: Samples received same day as collected.

Analyte	Result	Units	Analyte Qualifiers	RL	DF	Allowable Limit	Analysis Method	Preparation Method	Analyzed	Facility
Metals										
Arsenic	33.4	ug/L		2.00	1	10	EPA 200.8	EPA 200.8	09/09/24 19:58	DL

Laboratory Interpretation: The Arsenic result DOES NOT MEET the primary drinking water standards set by the US Environmental Protection Agency.

Qualifiers and Definitions

Item	Definition
RL	Reporting Limit
DF	Dilution Factor
DL	Indicates test performed by RMB Environmental Laboratories - Detroit Lakes.



RMB

Environmental Laboratories, Inc.

www.rmbel.com

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Burnsville, MN 55337
952-456-8470

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110 1/2 S 15th Avenue W
Virginia, MN 55792
218-440-2043

Laboratory Results
September 13, 2024

Report To: Greenwood Township
JoAnn Bassing
3000 County Road 77
Tower, MN, 55790

Bill To: Greenwood Township
JoAnn Bassing
3000 County Road 77
Tower, MN, 55790

Lab Code: H016080-01

Matrix: Water

Date/Time Sampled: 09/05/2024 07:30

Date/Time Received: 09/05/2024 15:30

Samplers: Debby Spicer

Sample Receipt Temperature °C 9.7

Sample Description: Before Filtration

Property Owner Name:

Sampling Point:

Unique Well ID:

Sample Receipt Information: Samples received same day as collected.

Analyte	Result	Units	Analyte Qualifiers	RL	DF	Allowable Limit	Analysis Method	Preparation Method	Analyzed	Facility
<u>Metals</u>										
Arsenic	104	ug/L		2.00	1	10	EPA 200.8	EPA 200.8	09/09/24 19:56	DL

Laboratory Interpretation: The Arsenic result **DOES NOT MEET** the primary drinking water standards set by the US Environmental Protection Agency.

October 8, 2024

RESOLUTION DEEMING BIRCH POINT ROAD EXTENSION AS TOWNSHIP ROAD 4136

WHEREAS, on June 11, 2024, the Greenwood Township Board of Supervisors voted to obtain a legal opinion from Couri & Ruppe, PLLP, on whether the extension portion of Birch Point Road was a township road; and

WHEREAS, the portion of Birch Point Road in question is located north and east of County Highway 651 and begins just immediately northeast of the public landing and extends to the end of the peninsula and has its origin in four plats: Birch Point, Birch Point First Addition, Anita Beach and Anita Beach First Division; and

WHEREAS, for several year, a Township Road 4136 sign has been in place on the portion of the road in question; and

WHEREAS, according to Minnesota Statutes 160.05, Subd. 1, (a) When any road or portion of a road has been used and kept in repair and worked for at least six years continuously as a public highway by a road authority, it shall be deemed dedicated to the public to the width of the actual use and be and remain, until lawfully vacated, a public highway whether it has ever been established as a public highway or not; and

WHEREAS, on August 15, 2024, Michael C. Couri, Attorney, Couri & Ruppe, PLLP, submitted a legal opinion that there was an abundance of evidence, over a period of thirty years, that Greenwood Township provided maintenance, in both the summer and winter, on that portion of Birch Point Road, including snowplowing and brushing; and

WHEREAS, once a township assumes maintenance of a platted and publicly dedicated road, the township must maintain that road in a safety and passable manner indefinitely; and

WHEREAS, each plat dedicates the roads shown on the plat to the public; and

NOW, THEREFORE, BE IT RESOLVED that the Greenwood Township Board of Supervisors deems that portion of Birch Point Road, as above described, as a Township Road and declares it to be known as Township Road 4136, based on the Township's maintenance of the road for at least six continuous years, and based on the legal opinion from Michael C. Couri, Couri & Ruppe, PLLP;

BE IT FURTHER RESOLVED that the legal opinion from Michael C. Couri, Couri & Ruppe, PLLP, included in the letter dated August 15, 2024, be attached to this resolution and included in the Township resolution book.

Adopted and approved by the Board of Supervisors for Greenwood Township, St. Louis County, Minnesota on this 8th day of October 2024.

Chair _____ Clerk _____

PRICE QUOTE/BILL



CALGARIO & SONS TREE SERVICE

PO BOX 66 • IRON, MN 55751

PHONE (218) 744-1982

CELL (218) 780-7868

Like Us On Facebook

Professional Tree Removal,
Trimming, and Stump Removal

Insured for your protection

LOIS ROSKOSKI

NAME	GREENWOOD TWP	DATE	10/7/24	PHONE	750-2437
JOB LOCATION	BIRCH POINT	BILL TO			
	TOWER MN	clerk@greentownship ^{mn} .com			
		loisroskoski@gmail.com			

SURGERY:		PRICE
CUT BACK TREES AND WOODY BRUSH		
BACK 4' FROM EDGE OF BLACKTOP		
UP TO A HEIGHT OF 16' FOR LARGER TRUCKS		
(FIRE TRUCKS) - FROM BIRCH POINT		
BOAT LANDING TO EAST TO END OF TWP		
ROAD		
CLEAN AND HAUL		
ALL DEBRIS		
Subtotal		4,100 ⁰⁰
EXEMPT MN Sales Tax		
DATE	Price is good for 6 months from date quoted	TOTAL \$ 4,100 ⁰⁰

BILL

Date work completed _____

Total Amount Due \$ _____

TOTAL AMOUNT DUE UPON COMPLETION



10.07.2024

Bid

Bill To:

Greenwood Town Hall

Birch Point Road ext.

clerk@greentownshipmn.com

For:

Snow/Ice Removal

Description	Price	Quantity	Amount
Town Hall plow	\$ 300.00		\$ 300.00
Town Hall salt/sand	\$ 100.00		\$ 100.00
Snowfall trigger 1"			\$ -
Birch Point plow	\$ 400.00		\$ 400.00
Birch Point salt/sand	\$ 350.00		\$ 350.00
Snowfall trigger 2"			\$ -

Make all checks payable to:

B&D CLEARALL

Due Upon Receipt

If you have any questions concerning this bid, contact:

Thank you for your business!

Subject to 1.5% interest for late payment of 30+ day

Brandt Debeltz

B&D CLEARALL

218-491-4828

5341 Wahlsten Rd

Find us on Facebook!

banddclearall@gmail.com

Embarrass, MN 55732

banddclearall@gmail.com

X

Vermilion Property Services, Inc.

4538 Bradley Road
Tower, MN 55790
218-290-0966
www.vermilionps.com

9/5/23

Greenwood Township
3000 County Road 77
Tower, MN 55790

Re: Snow Management Services – Greenwood Township 2023-2024

Dear Sir or Madam,

Please find below the quote for snow plowing and snow shoveling at the Greenwood Township Town Hall. This quote is valid for the 2023-2024 winter season. Current insurance certificates should be on file at your office from our previous snow removal contract, and new insurance certificates are available when policy renews.

October 2023-April 2024 Snow Management Services (plowing/shoveling/snow blowing) 2" snow trigger for service:

HD pickup truck with 9.2 Boss V plow - \$300 per visit under 4.9" of snow, \$350 per visit of over 5" of snow. Multiple plowing visits may occur over prolonged snow events.

If possible, we would also like to request the permission leave a small snowblower inside the garage.

Thank you for your consideration,

Vermilion Property Services, Inc
4538 Bradley Road
Tower, MN 55790
218-290-0966
tj@vermilionps.com

Received call from T.J.
stating bid to be the same
as last years bid.

10/8/2024

AKS

Vermilion Property Services, Inc
4538 Bradley Road
Tower, MN 55790 US
218-290-0966
tj@vermilionps.com
www.vermilionps.com



INVOICE

BILL TO
Greenwood Township
3000 County Rd 77
Tower, MN 55790

SHIP TO
Greenwood Township
3000 County Rd 77
Tower, MN 55790

INVOICE # 5771
DATE 01/31/2024
DUE DATE 03/01/2024
TERMS 30

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
01/06/2024	Snow Removal - Commercial	BP extension 45 min 3" of snow	0.75	200.00	150.00
01/07/2024	Snow Removal - Commercial	BP extension 45 min 2-3" of snow	0.75	200.00	150.00
01/11/2024	Snow Removal - Commercial	BP extension 55 min 4" of snow AM service	0.92	200.00	184.00
01/11/2024	Snow Removal - Commercial	BP extension 50 min 4" of snow PM service 8" storm total final clean up	0.92	200.00	184.00

We appreciate your business, and we look forward to serving you again!

SUBTOTAL 668.00
TAX 0.00
TOTAL 668.00
BALANCE DUE **\$668.00**

**GREENWOOD
VOLUNTEER
FIRE DEPARTMENT**

**POSITION
DESCRIPTION**

**Class Title:
Fire Department
Administrative Assistant**

POSITION DESCRIPTION

CLASS TITLE: Administrative Assistant

GENERAL PURPOSE:

Performs a variety of clerical and administrative work in keeping official records, providing administrative support to the fire chief and assisting in the administration of the Standard Operating Guidelines (SOG's), Employee Personnel Policy, Paid on Call Guidelines and procedures of the fire department.

Performs routine clerical and administrative work including answering phones, providing customer assistance, data processing, preparing monthly reports for the fire department and the Greenwood Town Board. This is a salaried position.

SUPERVISION RECEIVED:

Works under the close supervision of the Fire Chief and/or Assistant Chief in his/her absence.

SUPERVISION EXERCISED:

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Frequently checks and disseminates fire department emails to appropriate personnel, routes inquiries to the appropriate fire staff and provides information as required.

Receives and responds to inquiries from the following: the public, firefighters, EMS personnel, town board supervisors and others as needed and refers, when necessary, to the appropriate persons.

Administration of the Paid on Call Program and the NFIRS incident reporting

Any monies received will be turned over to the Township Treasurer who will prepare a Fire Dept. monthly report of monies received and expenses.

Assists in the procurement of department materials, supplies, office needs.

Operates office machines as required; computers, printers, copiers, calculators.

Preparation of notices, minutes, correspondence, reports.

Maintains departmental records and documents.

Provides all training records, incident reports, personnel records, medical records and documents to Township Clerk for permanent retention.

Performance of other administrative and clerical duties.

DESIRED MINIMUM QUALIFICATIONS:

Education and Experience

-Graduation from High School or GED equivalent

-Working knowledge of computers and electronic data processing; working knowledge of modern office practices and procedures.

-Ability to communicate effectively verbally and in writing.

-Ability to read and write in English and have legible handwriting.

SPECIAL REQUIREMENTS:

None.

TOOLS AND EQUIPMENT USED:

Phone operation, personal computer including word processing software, copy machines, printers, fax machines, calculators.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk, use hands to finger, handle, or feel objects, tools, or controls, and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with limitations to perform the essential functions.

The noise level in the work environment is usually quiet.

SELECTION GUIDELINES:

Formal application, rating of education and experience, oral interview and reference check, and job related tests may be required. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

NOTE: New hires will be subject to completion of probationary period of 60 (sixty) days.

Approval: _____

Board Chairperson

Date: _____

Approval: _____

Township Clerk

Date: _____

CLERK/TREASURER INTERNAL CONTROLS/SEGREGATION OF DUTIES 6/11/24

CLERK

TREASURER

INVOICES/CHECKS

Enter invoices as claims, provides copy to Treasurer including emails.
Prints checks, provides check stub to Treasurer.
Prints Claims Report for board to sign and review.

Enters checks as disbursements.
Prints prior month Disbursement Report for board, plus prior months claims reports to confirm they match.
Distributes checks.

RECEIPTS:

Enters Receipts.
Reviews deposit slip from Treasurer.

Enters receipts and provides copy to Clerk.
Deposits check, provides white copy of deposit slip to Clerk.
Attach deposit confirmation slip from bank to slip in deposit book.

SCHEDULE 1:

Clerk prints Schedule 1, provide to board monthly.

Treasurer prints Schedule 1, provide to board monthly.

OTHER REPORTS:

Provide "cash balance statement" to board monthly that shows beginning and ending fund balances. (IE: Cash Control Statement, Cash Balance)
Provide bank account summary to board monthly, including beginning and ending fund balances.

BANK RECONCILIATION:

Clerk prepares a bank reconciliation, provide to board monthly.

Treasurer prepares a bank reconciliation, provide to board monthly.

PAYROLL:

Review time sheets from Adm Asst or Captain and enter into ADP payroll system. Provide copy to board in packet.
Once ADP processes payroll, provide board with a report (mailbox).
Mails checks.

Review time sheets from Adm Assistant or Captain.

OTHER DUTIES:

Manages cash flow.
Review budget to actual quarterly.
Provides recommendations on investments to board.
Assists in preparing budget.

Tower Area Ambulance Service
City of Tower
P.O Box 576
Tower, MN 55790

Tower Ambulance Vehicle replacement FUND



INVOICE NO. GWT2023		07/10/2023
BILL TO		
Greenwood Township 3000 County Road 77 Tower, MN 55790		
2023 Subsidy	\$31,230.00	
Past Due Balance (2022 Subsidy)	\$15,615.00	
Total Balance Due:	\$46,845.00	

Ambulance commission members voted to double the donation/subsidy to \$30 per permanent resident for 2023.
Greenwood Township 2020 Census numbers- 1041 residents.

Please remit payment upon receipt.
Thank you.

Thank you for your support of Tower Area Ambulance Service Vehicle Replacement fund.

Greenwood Township Fire Department

Paid On Call (POC)

Guidelines

~~Greenwood Township Calls~~

- Greenwood Fire Calls: Includes fire, rescue, extrication, auto accidents and assistance to medical when requested. Responder needs to be a firefighter to respond. EMR's may respond as medical personnel to assist as needed for medical response. Their participation will be directed by command personnel.
- Greenwood EMR, Medical Calls: Responder needs to be an EMR to respond to a call. Firefighters are encouraged to respond to EMR calls for boat incidents, backboard lifting assistance, and traffic control.
- When responding to a Greenwood Fire call or EMR call, firefighters and EMR's must have and wear the appropriate safety gear that has been issued by the township for the nature of the call. EMR's must have with them and bring to the patient the jump kits issued to them regardless of number of EMR's on scene.
- Active participation in the call till released by command and the adherence to A, B & C above needs to be met to be reimbursed by the township for the call. If there are questions about the call, the officer in charge or the senior EMR needs to confirm compliance.
- ~~It is up to each individual to sign the incident report form. The form may be completed by signing the form in the fire station or emailing the signed form to indicate attendance. An officer in charge may also sign the form to vouch for another's attendance.~~
- **An Incident report shall be completed for each call. All firefighters and EMR's in attendance shall be recorded on the report. The first firefighter or EMR on scene shall complete the Incident report and may sign off for attendance of others. Any discrepancies shall be brought to the attention of an FD officer. All Incident reports shall be brought to the FD office and placed in the designated lock box. Every effort should be made to file the Incident reports by the end of the month to facilitate payroll processing.**
- ~~Drill Training~~ paid on call will be received for in-house training as well as training with other departments or agencies, initial FF certification (NFPA 1001) and required EMR refreshers . EMR annual training to meet EMR bonus requirements and bi-annual certification refresher training required to maintain a current EMSRB certification may be

scheduled by the individual EMR. Any additional training must be requested in writing and approved by the Chief or Assistant Chief in writing. Many of the initial training classes have moved to online instruction and time spent will be compensated the same as in person classes. Completion of the course will verify time spent using the time allotted by the course syllabus. Only Scheduled classroom time will be compensated at the normal POC rate for training with classroom time verified by the instructor. Initial NFPA1001 and EMR certification as well as other certification classes require reading outside of the classroom time this time will be compensated the normal POC rate for training. ~~at a rate of one-half hour for each hour spent in the classroom.~~

All firefighters and EMR's that wish to receive compensation for time worked must submit a completed Incident report with a printed verification (class certificate or attendance form) of class completion within 60 days of completing the class. Any submissions for pay after that time frame will be declined. brought to the board for review and may be declined.

~~Drills~~ Training (Fire)

- There are 24 scheduled ~~drills~~ FF trainings in the station each year. for the benefit of training. Active participation in the training is required to receive POC.
- 50% attendance or 12 of the 24 scheduled ~~meetings and drills~~ trainings and active participation in the drills needs to be met to be eligible to receive a good time service credit / firefighter pension. Members must respond to 6 Fire Department calls during a calendar year. One call every two months, Jan. Feb. 2 calls Mar. Apr. 2 calls ect.
- Makeup drills may consist of instructor led classes that would not normally occur on a scheduled drill night. Other make up training may be assigned with the Chief, Ast. Chief, Fire Captain and the FF deciding together.
- If a firefighter is enrolled in the NFPA 1001 FFI & FFII class, the classes will count as part of the 75% attendance requirement and POC up to 12 training.

~~Drills~~ Training (EMR)

Trainings consist of ~~12-24~~ 12 scheduled meetings a year. There are 12 scheduled EMR trainings in the station. EMR's are required to attend a minimum of 6 in house trainings at the Greenwood Townships Fire Department with Greenwood personnel. Greenwood Township EMR's are required to attend 50% of Greenwood Township Fire Department EMR trainings, to be eligible for the yearly EMR bonus. Current bonus in 2024 is 2000.00

- EMR's have the option of attending and being paid for any approved training with Tower Ambulance, Pike-Sandy, Virginia Fire department, Life flight or other established medical agency. These trainings must have written verification of completion (class certificate or attendance form) and a completed incident report to be paid trainings. Paid outside training for EMR's shall not exceed 12 trainings in a given year.
- To be eligible for the cash bonus for a calendar year, EMR must respond to 6 emergency calls in the first half of the year and six emergency calls in the second half of the year. EMR's must also complete 8 hours of documented medical training each year. Must maintain their EMR certification to be eligible. If an EMR misses their recertification date they must recertify as soon as a class is available. As well as training attendance set above.
- Makeup drills can consist of documented (certificate of completion) by completing in house or online training.
- If an EMR is enrolled in an EMR class, it will count toward attendance and POC.

Compensation for Paid on Call

- Fire Department personnel (firefighters and EMR's) will be paid ~~\$10.00~~ 15.00/hr for the first hour of all ~~meetings, drills and~~ training. Any meeting, drill or training that goes beyond the first hour will be paid at a rate of ~~\$10.00~~ 15.00/hr. paid on the ¼ hr.
- Fire Department personnel (firefighters and EMR's) will be paid ~~\$20.00~~ 25.00/hr. for the first hour of all calls. Any call that goes beyond the first hour will be paid at a rate of ~~\$20.00~~ 25.00/hr. on the ¼ hr.
- Fire Department personnel (firefighters and EMR's) will be paid 20.00/hr for maintenance activities. Any work that goes beyond the first hour will be paid at a rate of \$ 20.00/hr. on the ¼ hr.
- 1-10-2023 - Subject to attorney advice.
Proposed paid on call document change to page 2 Compensation for paid on call.
All firefighters and EMR's that wish to receive compensation for training must submit a completed incident report with a printed verification of class completion within 60 days of completing the class. Any submissions for compensation after that time frame will be declined brought to the board for review and may be declined.

Pension

- Firefighters shall be eligible for a PERA service credit for a calendar year if such the member has attended at least ~~75%~~ 50% of scheduled training events in the calendar year and has responded to a minimum of 6 Fire Department calls during a calendar year. One call every two months, Jan. Feb. 2 calls. Mar. Apr. 2 calls ect.
- EMRs shall be eligible for a cash pension benefit in the amount of \$2000.00 for a calendar year if such member has attended approved training that qualifies and has verification for eight hours annually, has attended twelve of Greenwood Townships Fire Department EMR trainings, and has responded to a minimum of twelve emergency calls in the calendar year per policy.

Board Approval on

Board Chairperson

Clerk

Revision Number	Revision Date	Revision/Amendment	Approved by

PERFORMANCE REVIEW
GREENWOOD TOWNSHIP FIRE DEPARTMENT

NAME

JOB TITLE

TIME IN POSITION

EMPLOYMENT START DATE

REVIEW PERIOD

REVIEWED BY

JOB KNOWLEDGE

The degree of knowledge and information possessed with respect to all of the position requirements.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

QUALITY OF WORK

The value of the work produced. Compare accuracy, neatness, and acceptability of work to established and expected standards.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

DEPENDABILITY

This area deals with thoroughness in carrying out assignments in a trustworthy, reliable, and punctual manner. Also, attendance and lateness should be taken into account.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

JUDGEMENT

The degree of reasoning and thought exercised as well as the effectiveness of decisions and conclusions.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

PRODUCTIVITY

The volume of work produced and the speed with which it is completed as compared to accepted and expected standards.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

COOPERATION

The willingness and ability to work with others; co-workers, customers, and clients.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

INITIATIVE

The degree of energy, aptitude, and ingenuity displayed in carrying out tasks.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

ATTITUDE

The degree of interest displayed and the willingness with which assignments and policies are accepted.

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

OTHER FACTORS (specific to position)

Check one:

- Outstanding Superior Fully Satisfied Fair Needs Improvement
 Unacceptable

Supporting Comments:

OVERALL EVALUATION OF PERFORMANCE

- OUTSTANDING:** Sustained performance that exceeds full accomplishment of assigned responsibilities and duties; leaves nothing to be desired
- SUPERIOR:** Sustained performance considerably beyond full accomplishment of assigned responsibilities and duties
- FULLY SATISFACTORY:** Sustained performance resulting in completion of assignments and duties at a caliber and quality expected
- FAIR:** Performance generally acceptable; does not always attain full accomplishment on time or to the degree expected
- NEEDS IMPROVEMENT:** Performance resulting in bare essentials of accomplishment of duties and responsibilities; marginal work
- UNACCEPTABLE:** Unable or unwilling to complete or accomplish duties and responsibilities of position

SUPERVISOR'S COMMENTS

Major Strengths

1.

2.

3.

4.

Major Weaknesses

1.

2.

3.

4.

Recommendations to improve performance and/or potential:

Goals to achieve during next _____ (time period):

1.

2.

3.

4.

Resources required to improve performance (training, manuals, experience, etc.):

Supervisor's Signature _____

Date _____

Employee Comments:

I have reviewed my evaluation with my supervisor and I agree or I disagree.

Help needed to improve performance and/or potential:

Goals to achieve during next _____ (time period):

Resources required to improve performance (training, manuals, experience, etc.):

Employee's Signature _____ Date _____

Skills Assessed		Evaluation Comments
<p>COMMAND SKILLS: GFD Fire Chief is skilled in the areas of command, management and planning for your department.</p>	<p>Y N</p>	
<p>INTERPERSONAL SKILLS: GFD Fire Chief willingly and effectively communicates, cooperates and works with Fire/EMS staff members and mutual aid FD/EMS agencies.</p>	<p>Y N</p>	
<p>TASK ASSIGNMENT: GFD Fire Chief assigns tasks that department members can easily understand and complete during trainings and/or on the scene of Fire/EMS situations.</p>	<p>Y N</p>	
<p>EMPLOYEE TRUST: GFD staff members have trust and confidence in the abilities of the Fire Chief.</p>	<p>Y N</p>	
<p>MORALE: GFD staff are encouraged to develop both professionally and personally by the Fire Chief.</p>	<p>Y N</p>	
<p>INTEGRITY: GFD Fire Chief operates the department with integrity and a willingness to develop to develop collaborative and positive relationships with its employees and mutual aid departments.</p>	<p>Y N</p>	
<p>TECHNICAL ABILITY: GFD Fire Chief demonstrates the knowledge and expertise in both firefighting and emergency responder skills during EMS calls.</p>	<p>Y N</p>	

Do you want to provide your name for this assessment? If you do, please provide it below.

Please provide any input you feel is relevant to the Fire Chief's management of the Greenwood Fire Department.

Do you feel valued by the GFD Fire Chief? Please explain why, or why not.

Do you have any ideas or input you believe could increase department morale and/or the roster size and/or participation of the GFD?

Please provide this form to the Town Clerk by dropping in the mailbox located at the entrance to the Town Hall, or by mail. The Clerk will input the information into one spreadsheet for the Greenwood Board of Supervisors to review.

STATE OF MINNESOTA
COUNTY OF ST. LOUIS

DISTRICT COURT
SIXTH JUDICIAL DISTRICT

In the Matter of the Petition of:

The Andrea E. Hendricks Living Trust
dated September 9, 2022, to Vacate a part of
roadway in the Plat of Birch Point First Addition
pursuant to Minn. Stat. §505.14

Case Type: Other/Road Vacation
Case No.: 69-VI-CV-24-554

Judge: Andrew R. Peterson

NOTICE

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that the Petitioner will be present at a Special Term of Court at the St. Louis County Courthouse, 300 South 5th Avenue, City of Virginia, County of St. Louis, State of Minnesota, on the 22nd day of October, 2024 at 9:00 a.m. via zoom (per attached zoom instructions) or as soon thereafter as counsel may be heard to present the attached Petition to the Court and for a hearing before the above named Court to determine whether or not the relief requested therein shall be granted.

DATED this 23rd day of September, 2024.

TRENTI LAW FIRM
225 North 1st Street, Ste 1000 Lincoln Bldg
Post Office Box 958
Virginia, MN 55792
218-749-1962
Attorneys for Petitioner

By: _____



Scott C. Neff
Attorney Reg. No. 77367

State of Minnesota
St. Louis CountyDistrict Court
Sixth District

Court File Number: 69VI-CV-24-554

Case Type: Civil Other/Misc.

Notice of Remote Zoom Hearing

FILE COPY

Andrea E. Hendricks Living Trust vs Plat of Birch Point First Addition

You are notified this matter is set for a remote hearing. This hearing will not be in person at the courthouse.

<i>Hearing Information</i>
October 22, 2024
Scheduling Conference
9:00 AM

The hearing will be held via Zoom and appearance shall be by video unless otherwise directed with Judicial Officer Andrew R. Peterson, St. Louis County District Court.

The Minnesota Judicial Branch uses strict security controls for all remote technology when conducting remote hearings.

You must:

- Notify the court if your address, email, or phone number changes.
- Be fully prepared for the remote hearing. If you have exhibits you want the court to see, you must give them to the court before the hearing. Visit <https://www.mncourts.gov/Remote-Hearings.aspx> for more information and options for joining remote hearings, including how to submit exhibits.
- Contact the court at (218) 305-7021 if you do not have access to the internet, or are unable to connect by video.
- If you need an interpreter, contact the court before the hearing date to ask for one.

To join by internet:

1. Type <https://zoomgov.com/join> in your browser's address bar.
2. Enter the **Meeting ID and Meeting Passcode (if asked)**:
Meeting ID: 160 156 0147
Passcode: 1234
3. Update your name by clicking on your profile picture. If you are representing a party, add your role to your name, for example, John Smith, Attorney for Defendant.

4. Click the **Join Audio** icon in the lower left-hand corner of your screen.
5. Click **Share Video**.

Para obtener más información y conocer las opciones para participar en audiencias remotas, incluido cómo enviar pruebas, visite www.mncourts.gov/Remote-Hearings.

Booqo www.mncourts.gov/Remote-Hearings oo ka eego faahfaahin iyo siyaabaha aad uga qeybgeli karto dacwad-dhageysi ah fogaan-arag, iyo sida aad u soo gudbineyso wixii caddeymo ah.

Dated: September 20, 2024

Jennifer Miller
St. Louis County Court Administrator
300 South 5th Avenue
Virginia Minnesota 55792-2666
(218) 305-7021

cc: Scott C Neff

STATE OF MINNESOTA
COUNTY OF ST. LOUIS

DISTRICT COURT
SIXTH JUDICIAL DISTRICT

In the Matter of the Petition of:

Case Type: Other/Road Vacation

Case No.: 69-VI-CV-24- 554

The Andrea E. Hendricks Living Trust
dated September 9, 2022, to Vacate a part of
roadway in the Plat of Birch Point First Addition
pursuant to Minn. Stat. §505.14

Judge:

PETITION

To be tried in the City of Virginia

YOUR PETITIONER alleges and shows to the court the following facts, to wit:

1. That Petitioner is the owner in fee of real property located within the plat of Birch Point First Addition described as follows: Lots 83-92 inclusive (hereinafter "the Land").
2. The Land is located in Greenwood Township near the City of Tower, within St. Louis County, Minnesota.
3. That all of the real estate taxes assessed against the Land have been paid, and there are no delinquent taxes.
4. That Petitioner desires to have vacated the following described portions of the platted road which adjoins the Land:

That part of the 66 foot wide right of way of Pine Road, located in the plat of BIRCH POINT FIRST ADDITION, according to the recorded plat on file with the St. Louis County Recorder, further described as follows:
Beginning at the southwest corner of Lot 84 of said plat of BIRCH POINT FIRST ADDITION; thence North 73 degrees 11 minutes 42 seconds East, assigned bearing, along the northerly right of way of said Pine Road a distance of 102.24 feet to the southeast corner of Lot 83 of said plat; thence South 16 degrees 48 minutes 18 seconds East, perpendicular to said northerly right of way a distance of 45.54 feet to the northerly edge of traveled Birch Point Road; thence South 51 degrees 12 minutes 05 seconds West along said northerly edge a distance of 14.86 feet; thence North 78 degrees 13 minutes 17 seconds West along said northerly edge a distance of 16.43 feet; thence North 71 degrees 44 minutes 27 seconds West along said northerly edge a distance of 32.58 feet; thence South 88 degrees 50 minutes 45 seconds West along said northerly edge a distance of 31.53 feet; thence South 65 degrees 21 minutes 04 seconds West along said northerly edge a distance of 27.74 feet; thence South 40 degrees 14 minutes 44 seconds West along said northerly edge a distance of 101.80 feet; thence South 50 degrees 46 minutes 43 seconds West along said northerly edge a distance of 29.96 feet; thence South 60 degrees 11 minutes 51 seconds West along said

northerly edge a distance of 58.82 feet; thence South 55 degrees 35 minutes 06 seconds West along said northerly edge a distance of 103.91 feet to the southerly extension of the west line of Lot 92 of said plat; thence North 30 degrees 16 minutes 10 seconds West along said southerly extension a distance of 63.15 feet to the northerly right of way of Pine Road; thence North 59 degrees 43 minutes 50 seconds East along said northerly right of way a distance of 300.00 feet to the point of beginning.
Parcel contains 0.4 +/- acres more or less.

5. Greenwood Township does not have a road vacation ordinance.
6. The Plat of Birch Point First Addition has been in existence since 1921.
7. The portion of Pine Road to be vacated has never been improved or developed.

8. Nearby portions of said Pine Road have been vacated or used for location of outbuildings by other residents. The as-built public road (Birch Point Road) is not located on the portion of Pine Road to be vacated, and it has been in use and existence for many decades providing access to the residents of said plat.

9. The platted road does not terminate upon the public water. While a portion of Pine Road abutted Lake Vermilion, that portion was vacated pursuant to a Vacation Order entered on March 6, 1961, and filed under Book 251, page 644, of Miscellaneous filed with the St. Louis County Recorder on March 17, 1961.

10. That the portion of the platted roadway to be vacated, having never been developed nor used for access purposes, is useless for the purpose for which it was laid out.

WHEREFORE, your Petitioners request an order of this Court vacating the platted roadways described in this Petition, and awarding said vacated portion to the adjoining lands of the Petitioner.

DATED this 12th day of Sept, 2024.

TRENTI LAW FIRM
225 North 1st Street,
1000 Lincoln Bldg
Post Office Box 958
Virginia, MN 55792
218-749-1962
Attorneys for Petitioners

By: Scott C. Neff
Scott C. Neff
Attorney Reg. No. 77367
scn@trentilaw.com

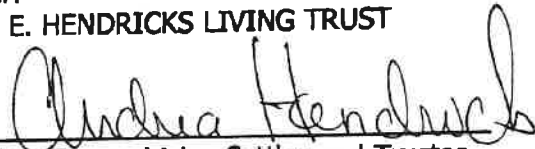
VERIFICATION

STATE OF MINNESOTA)
) ss
COUNTY OF ST LOUIS)

I declare under penalty of perjury that everything I have stated in this document is true and correct.

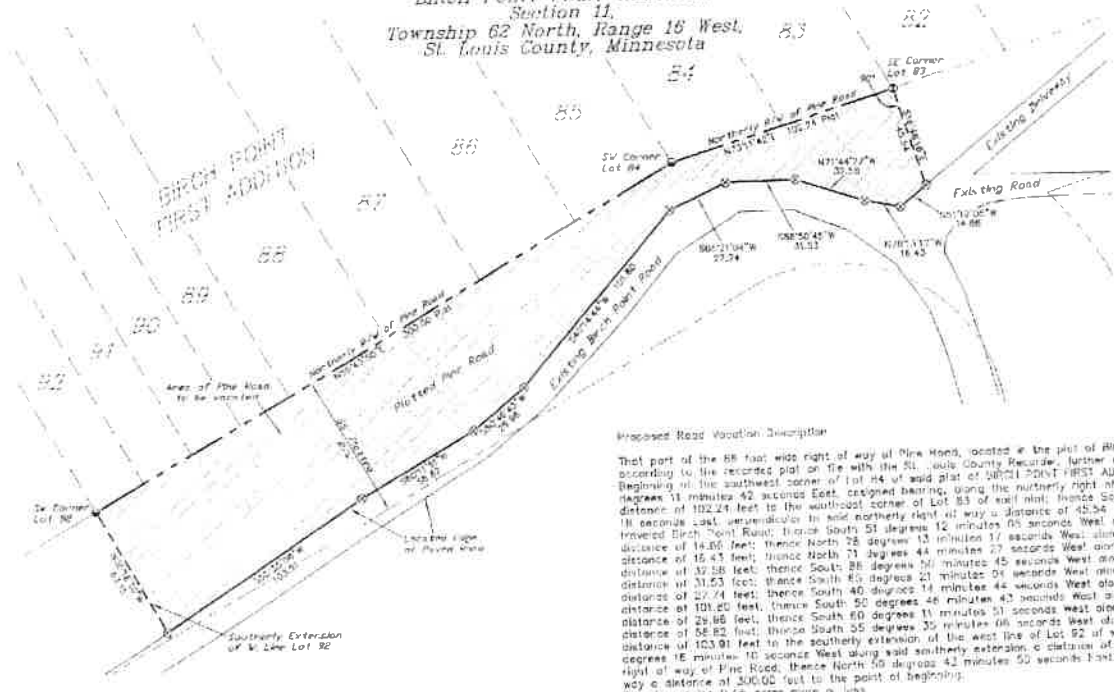
Dated this 11th day of September, 2024

Petitioner:
ANDREA E. HENDRICKS LIVING TRUST

By: 
Andrea E. Hendricks, Settlor and Trustee

ROAD VACATION EXHIBIT

Within the Plat of
BIRCH POINT FIRST ADDITION,
 Section 11,
 Township 62 North, Range 16 West,
 St. Louis County, Minnesota



Proposed Road Vacation Description

That part of the 66 foot wide right of way of Pine Road, located in the plat of BIRCH POINT FIRST ADDITION, according to the recorded plat on file with the St. Louis County Recorder, further described as follows: Beginning at the southwest corner of lot 14 of said plat of BIRCH POINT FIRST ADDITION, thence North 75 degrees 11 minutes 42 seconds East, crossed bearing, along the northerly right of way of said Pine Road a distance of 102.24 feet to the westmost corner of Lot 83 of said plat; thence South 16 degrees 45 minutes 18 seconds East, perpendicular to said northerly right of way a distance of 45.34 feet to the northerly edge of traveled Birch Point Road; thence South 51 degrees 12 minutes 37 seconds West along said northerly edge a distance of 14.66 feet; thence North 78 degrees 13 minutes 37 seconds West along said northerly edge a distance of 16.43 feet; thence North 73 degrees 50 minutes 45 seconds West along said northerly edge a distance of 32.58 feet; thence South 28 degrees 21 minutes 04 seconds West along said northerly edge a distance of 27.74 feet; thence South 40 degrees 14 minutes 44 seconds West along said northerly edge a distance of 101.80 feet; thence South 50 degrees 46 minutes 43 seconds West along said northerly edge a distance of 26.88 feet; thence South 60 degrees 11 minutes 51 seconds West along said northerly edge a distance of 58.82 feet; thence South 55 degrees 35 minutes 06 seconds West along said northerly edge a distance of 103.01 feet to the southerly extension of the west line of Lot 82 of said plat; thence North 30 degrees 15 minutes 10 seconds West along said southerly extension a distance of 63.15 feet to the northerly right of way of Pine Road; thence North 50 degrees 41 minutes 50 seconds East along said northerly right of way a distance of 300.00 feet to the point of beginning. Parcel contains 0.44 acres more or less.



NORTHERN LIGHTS
 SURVEYING SERVICE
 511 1/2th St. N.E.
 Fargo, ND 58102
 Phone (701) 741-1575
 Fax (701) 741-1575
 www.northernlightsurvey.com

PREPARED FOR:
Robin and Andrea Hendricks

TOWNSHIP 62 NORTH
 RANGE 16 WEST
 COUNTY 20 LINCOLN

DATE: 3-12-14
 DRAWN BY: JDT
 BY: JDT
 DRAWING NO: 12054122

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

DATE: 3-12-14 License No. 01700

- LEGEND
- Found Capped Rebar, PLS #18040
 - Found Capped Rebar, PLS #21965
 - ⊙ Calculated Position

