

**GREENWOOD TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING – JANUARY 2, 2025 – 5:00 PM**

Roll Call:

Present: Chair Roskoski, Vice Chair Skubic, Supervisor Gilbert, Supervisor Bassing, Clerk Spicer

Absent: Supervisor Stoehr

Chair Roskoski called the meeting to order and stated it was a Special Meeting and no comments from the public will be allowed.

1. Fire Chief medical leave through January 22, 2025.

Jeff Maus, Fire Chief, submitted a doctor excuse dated January 2, 2025, certifying he is able to return to work as of 1/2/25 with the following restrictions: Administrative functions of his position via telecommuting. Dr anticipates releasing him from care to resume all work functions as of 1/22/25, pending his next follow up appointment.

Chair Roskoski stated the request for light duty was not on the agenda for the Special Meeting and cannot be added. The request will be discussed at a future meeting.

Supervisor Bassing stated, in the past, fire chiefs have been gone and the Incident Commander takes command. Chief Maus is doing administrative duties for 20 days left. Chief Maus stated he, and EMS Captain DeJoode, have contacted Brian Trancheff, no less than 30 times, and have not received a response and stated, if he can't even do that, how can he fill the role.

Chair Roskoski noted the board has not received any communication from Chief Maus since mid-November, stating he will be having surgery the first part of December until a board member provided an update at the December 10th board meeting stating his surgery went well the day prior. The Board was never given the length of time Jeff Maus would be absent. On December 20, 2024, a doctor excuse was sent to the board, stating Chief Maus would be out until January 22, 2025.

Chief Maus stated multiple emails had been sent back and forth and that he had been working. Chair Roskoski responded that no emails were sent, once the doctor excuse was received on 12/20/24.

2. Appointment of Interim Fire Chief/Salary.

Supervisor Bassing stated, if you are going to appoint Brian Trancheff, he is not qualified, as he is not EMR certified.

Chair Roskoski responded that Brian Trancheff meets the qualifications in the Fire Captain job description and that job description states the board can appoint the Fire Captain as Interim Fire Chief.

Supervisor Bassing stated some board members have their own agenda and campaigned on getting rid of Jeff Maus from day one. Supervisor Gilbert and Chair Roskoski responded and stated that statement is not true.

Motion by Skubic/Roskoski to appoint Brian Trancheff as Interim Fire Chief until January 22, 2025, unless Jeff Maus's doctor excuse is extended. Roll call: Yes: Roskoski, Skubic-2; No-Bassing-1; Abstain-Gilbert. Motion carried.

Regarding the salary, Chair Roskoski stated employees can earn up to 48 hours of sick and safe time per year and that should cover Chief Maus for his December, 2024, salary.

Moved by Roskoski, supported by Gilbert to pay Jeff Maus his monthly salary as Fire Chief for December, 2024. Roll Call: Yes: Roskoski, Skubic, Gilbert – 3; No-Bassing-1. Motion carried.

Moved by Gilbert, supported by Skubic to prorate the Fire Chief's salary, on a daily rate, to pay Fire Chief Maus and Interim Fire Chief Trancheff as of January 2, 2025, through Jeff Maus's return. Roll Call: Yes: Roskoski, Skubic Gilbert – 3; No-Bassing. Motion carried.

3. Approval of required training for Fire Department employees/Annual Physicals.

EMS Captain Dave DeJoodé reviewed the training and physicals that are scheduled for January 16, 2025. MN North will provide the training and Northern Health and Fitness will do the physicals.

Chair Roskoski stated a proposed 2025 training schedule was prepared by Fire Captain Trancheff and included in the packet. She noted there was confusion, as Fire Captain Trancheff had also scheduled required training on January 8, 2025. It was decided to cancel the training on January 8, 2025, and proceed with training and physicals on January 16, 2025.

Chief Maus stated, as of today, he is not able to drive a vehicle.

Moved by Skubic, supported by Gilbert to approve Northern Health and Fitness to perform the annual physicals for the Fire Department, at a cost not to exceed \$140 per employee. Motion carried.

4. Firefighter Certifications requested by 12/31/2024.

Regarding the Firefighter certifications, Chair Roskoski stated a spreadsheet was included in the packet to show the current status of the Fire Department employees. Fire Department employees were requested to submit a copy of their Firefighter I and Firefighter II certifications to the Clerk by 12/31/24. According to the Standard Operating Guidelines, fire department employees must have Firefighter I and Firefighter certifications to be considered firefighters, with a time frame allowed to obtain them.

Supervisor Skubic expressed his disappointment in the department only having five firefighters, plus one in training.

Discussion was held on the missing financial information and certifications from the personnel files. Much concern was expressed on the personal information that has been removed from the personnel files. Noone appears to have knowledge on the whereabouts of the information.

Jeff Maus suggested that, if the Fire Department employees cannot provide their Firefighter I & II certifications, they should abstain from firefighter duties. He also stated they could be on the scene performing other duties, other than firefighter duties.

Moved by Skubic, supported by Gilbert to notify the Fire Department employees to abstain from Firefighter duties until their Firefighter I and Firefighter II certifications are received by the Clerk. Motion carries.


Supervisor Gilbert clarified that EMR's can still go to fire scenes and help with other duties during fires.

5. Request Deputy Treasurer to provide financial information.

Chair Roskoski stated she requested Deputy Treasurer Joann Bassing, in the absence of Treasurer Maus, provide disbursement and receipt ledgers for 2024. Deputy Treasurer Bassing refused to provide the report and said it was not requested by motion.

Moved by Skubic and supported by Gilbert to request the Treasurer/Deputy Treasurer to provide a copy of the Disbursement and Receipts Ledgers for the year 2024. Roll Call: Yes: Roskoski, Skubic, Gilbert; No-Bassing. Motion carried.

Meeting adjourned at 5:47 PM.

Chair  Clerk 