

**GREENWOOD TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING AGENDA
5:30 PM - March 19, 2025**

CALL TO ORDER

Chair Roskoski.

Meeting is being recorded for transcription and archival purposes.

PLEDGE OF ALLEGIANCE

ROLL CALL

Supervisor 1-Paul Skubic/Supervisor 2-John Bassing/Supervisor 3-Craig Gilbert/Supervisor 4-Steve Bradach/Supervisor 5-Lois Roskoski/Clerk Debby Spicer

REORGANIZATION BUSINESS

1. Swear in new Officer
2. Nominations for Chair.
Motion:
3. Nominations for Vice Chair
Motion:
4. Set Regular meeting date and time. Currently: 2nd Tuesday of the month at 6:30 pm, with exception of March (meeting time will follow Annual Meeting). Reorganization meeting – 6:30 PM, Wednesday, March 19, 2026. **Motion:**
5. Approve Depositories. (Currently Frandsen and LPL Financial). **Motion:**
6. Approve signatories on bank accounts. Chair, Vice Chair, Clerk, Treasurer, Deputy Clerk, Deputy Treasurer. **Motion:**
7. Authorized signers on charge accounts:
 - A. L&M (Fire Chief/Building/Grounds Supervisor)
 - B. Menards (Fire Chief/Building/Grounds Supervisor)
 - C. Y Store (Fire Chief/Fire Dept staff)**Motion:**
8. Credit Cards:
 - A. Approve Interim Fire Chief, Buildings/Grounds Supervisor - \$1,000 limit each. **Motion:**
9. Review upcoming training opportunities.
 - A. MAT Short Courses: April 3rd-Grand Rapids; April 4th-Duluth,

10. Approve payment for training of Supervisors, Clerk, Treasurer, Deputy Clerk, and Deputy Treasurer. **Motion:**
11. Approve official posting locations to be bulletin boards outside main office entrance and hall back entrance. **Motion:**
12. Approve holidays as listed for 2025-2026. **Motion:**
13. Approve Township Attorney. **Motion:**
14. Accept quote for official newspaper. **Motion:**
15. Review Resolution approving Board Administrative Guidelines. **Motion:**
16. Review Treasurer job description. **Motion:**
17. Confirm Financial Report sent to State Auditor (due March 31, 2025). **Motion:**
18. Appoint Committee to review Fire Department operations. **Motion:**
19. Appoint Interim Treasurer. **Motion:**
20. Accept quote for new locks on Town Hall doors. **Motion:**
21. Approve service credits for firefighters for 2023. **Motion:**
22. BOARD APPOINTMENTS
 - A. Ambulance Committee. **Motion:**
 - B. Broadband Liaison. **Motion:**
 - C. Grounds/Maintenance Supervisor. **Motion:**
 - D. Recreation Committee Liaison. **Motion:**
 - E. Lodging Tax Board Representative. **Motion:**
 - F. 911 Assignment. **Motion:**
 - G. Noxious Weed Representative. **Motion:**
 - H. RAMS Representative. **Motion:**
 - I. Road Supervisor. **Motion:**
 - J. Lodging Tax Board Representative. **Motion:**
 - K. Fire Department Liaison. **Motion:**
23. Comments from Supervisors and Clerk.

Adjournment.

Next Meeting:

GREENWOOD TOWNSHIP BOARD MEETING SCHEDULE JAN 2025-MAR 2026

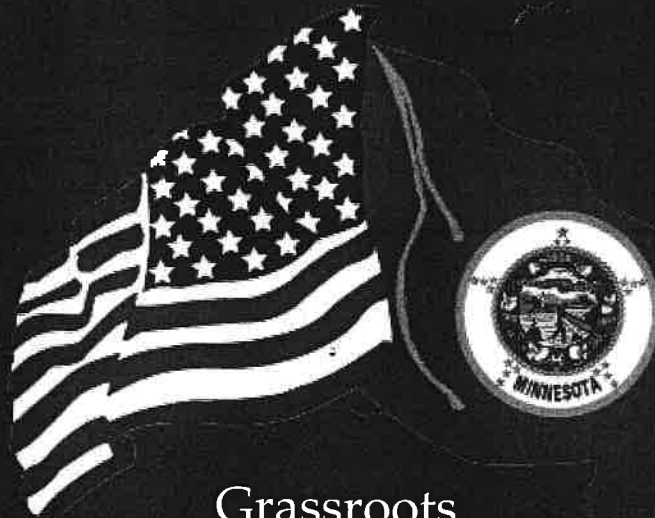
Tuesday, January 14, 2025		6:30 PM	REGULAR
Tuesday, February 11, 2025		6:30 PM	REGULAR \ BOARD OF AUDIT
Tuesday, March 11, 2025		7:00 AM-8:00 PM	LOCAL ELECTION
		8:15 PM	ANNUAL MEETING
			BOARD OF SUPERVISORS/CANVASS
Wednesday, March 19, 2025		5:30 PM	RE-ORGANIZATIONAL MTG
Tuesday, April 15, 2025		6:30 PM	REGULAR
Tuesday, May 13, 2025		6:30 PM	REGULAR
Tuesday, June 10, 2025		6:30 PM	REGULAR
Tuesday, July 8, 2025		6:30 PM	REGULAR
Tuesday, August 12, 2025		6:30 PM	SPECIAL MEETING
Tuesday, September 9, 2025		6:30 PM	REGULAR
Tuesday, October 14, 2025		6:30 PM	REGULAR
Wednesday, November 12, 2025		6:30 PM	REGULAR
Tuesday, December 9, 2025		6:30 PM	REGULAR
Tuesday, January 14, 2025		6:30 PM	REGULAR
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			BOARD OF SUPERVISORS/CANVASS
Wednesday, March 19, 2025		5:30 PM	RE-ORGANIZATIONAL MTG
SUBJECT TO CHANGE			

MINNESOTA ASSOCIATION OF TOWNSHIPS

2025

**SPRING
SHORT
COURSES**

MARCH 17 - APRIL 4



**Grassroots
Government**

Minnesota

Association of Townships

The Minnesota Association of Townships invites you to join us for this year's Spring Short Courses. The purpose is to provide a one-day educational program for all township officers. These Short Courses are for Township Board Members and Local Public Officials only.

Registration Opens: 8:00am

Sessions Begin: 9:00am

Sessions Adjourn: 3:00pm

DATES & LOCATIONS

- March 17** - Winona (Riverport Event Center)
- March 18** - Rochester (Rochester Event Center)
- March 19** - Mankato (Mayo Clinic Event Center)
- March 20** - Windom (Windom Community Center)
- March 21** - Granite Falls (Prairie's Edge Casino)
- March 24** - Breezy Point (Breezy Point Resort)
- March 25** - St. Cloud (Holiday Inn and Suites)
- March 26** - Arlington (Arlington Community Center)
- March 27** - Willmar (Willmar Conference Center)
- March 28** - Alexandria (Arrowwood Resort and Conference Center)
- March 31** - Mahanomen (Shooting Star Casino)
- April 1** - Thief River Falls (Ralph Engelstad Arena)
- April 2** - Bemidji (Sanford Center)
- April 3** - Grand Rapids (Sugar Lake Lodge)
- April 4** - Duluth (Duluth Entertainment Convention Center)

VENUE INFORMATION

DULUTH PARKING AND DROP-OFF

Parking is available in the parking ramp next to the DECC. Guests will be responsible for their own parking expenses. Parking rate is \$10/day for unlimited access that day. Please use DOOR G to drop off guests closer to Registration. From DOOR G, take elevator to Floor 2 and go left to Registration. Parking fees are not reimbursed by MAT, submit to your township for reimbursement.

ACCOMMODATIONS

To request disability accommodations or special diet needs (gluten-free, etc.), please contact Jayden Jensen before March 7 at janderson@mntownships.org. MAT is an equal opportunity educator and employer.

GREENWOOD TOWN HALL CLOSINGS JAN 2025 thru FEB 2026

NEW YEAR'S DAY	Wednesday, January 1, 2025
MARTIN LUTHER KING JR. DAY	Monday, January 20, 2025
PRESIDENT'S DAY	Monday, February 17, 2025
MEMORIAL DAY	Monday, May 26, 2025
JUNETEENTH	Thursday, June 19, 2025
4TH OF JULY	Friday, July 4, 2025
LABOR DAY WEEKEND	Monday, September 1, 2025
COLUMBUS DAY	Monday, October 13, 2025
VETERAN'S DAY	Tuesday, November 11, 2025
THANKSGIVING	Thursday, November 27, 2025 Friday, November 28, 2025
CHRISTMAS EVE	Wednesday, December 24, 2025
CHRISTMAS HOLIDAY	Thursday, December 25, 2025
NEW YEAR'S EVE	Wednesday, December 31, 2025
NEW YEAR'S HOLIDAY	Thursday, January 1, 2026
MARTIN LUTHER KING JR. DAY	Monday, January 19, 2026
PRESIDENT'S DAY	Monday, February 16, 2026

Calendar is subject to change



the Timberjay

Published by Timberjay Inc., with offices in Tower, Minnesota

PO Box 636, 414 Main St., Tower, MN 55790 • (218) 753-2950 • (218) 753-2916 fax • editor@timberjay.com

March 3, 2025

To: Greenwood Township

Re: official newspaper bids

Thank you for the opportunity to offer a quote for your legal publishing this year. We can publish your minutes and other legal style notices for \$1.99 per column inch. We can publish your display advertising (boxed ads) for \$3.99 per column inch.

This is significantly lower than our published legal rate of \$9.49 per column inch. The Timberjay offers excellent coverage of the Greenwood Township area.

Please note that our legal notice pages are also available for viewing on our website, at no charge, which is required by state law. Timberjay's classified pages are archived each week, so past notices can always be viewed, without a paywall. State law does require newspapers to post legal notices on their website, and it is often a convenient way for residents to find that information without having to subscribe to a newspaper. Additionally, Timberjay legal notices are now also uploaded to a statewide legal notice site at mnpublishnotice.com (as required by state law). I am not finding your required legal notices on this website, for example your notice of annual meeting and election was not uploaded this year or last year.

We are also happy to provide quotes for your other printing needs. We offer a wide range of both black and white and full-color printing at very competitive rates.

Thanks your consideration.

Yours Truly,

Jodi Summit, General Manager

THE TOWER NEWS

P.O. Box 447, Tower, MN 55790

Edna R. Albertson, Publisher

Terry Carlson, Editor

Phone: (218) 753-7777; Fax: (218) 753-7778

Township of Greenwood
300 County Rd #77
Tower, MN 55790

RE: Legal Publishing for 2025

The *Tower News* newspaper, in St Louis County serving the Tower-Soudan, Greenwood Township and Lake Vermilion area since 1898, is pleased to submit the following bid for the Township of Greenwood's legal newspaper for 2025.

Our legal bid is for \$2.00 per column inch for an 11 pica wide column.

Our bid for display ads would be \$3.50 a column inch.

I certify that the *Tower News* is in compliance with all necessary state laws including legal newspaper requirements, and payment of all required workman's and unemployment compensation.

Thank you for your consideration.



Edna R. Albertson
Publisher
Tower News

**PUBLIC NOTICE
Statement of Ownership,
Management,**

and Circulation of Tower News,
published every Friday at 510 Main
Street, PO Box 447, Tower, MN 55790-
0447, filed September 18, 2024

The name and address of the publisher
is Edna R. Albertson, 9 Vermilion Drive, PO
Box 1179, Cook, MN 55723-1179.

The name and address of the Editor is
Terry Carlson 510 Main Street, PO Box
447, Tower, MN 55790-0447.

Owner is the Cook News-Herald
Publishing, Inc., Edna R. Albertson, 9
Vermilion Drive, PO Box 1179, Cook, MN
55723-1179.

There are no known bond holders,
mortgagees, etc.

Publication number is USPS 634-700.

The annual subscription price is \$46.00
in St. Louis County, \$46.00 for the rest of
Minnesota and \$50.00 out of state. Fifty-
two issues are published annually.

Extent and nature of circulation 9-13-
24:

	Avg.	Actual
Total No. Copies	500	450
Mailed Outside County	100	98
Mailed In-County	180	177
Counter/Vendor Sales	145	145
Paid by Other Classes	0	0
Total Paid Distribution	425	420
Free Outside-County	0	0
Free In-County	0	0
Free Other Mail Classes	0	0
Free Outside the Mail	0	0
Free/Nominal Distribution	0	0
Total Distribution:	425	420
Copies Not Distributed	75	30
Total	500	450
Percent Paid	85.00%	93.33%

I certify that all information furnished
on this form is true and complete. I
understand that anyone who furnishes
false or misleading information on this form
or who omits material or information
requested on the form may be subject to
criminal sanctions (including fines and
imprisonment) and/or civil sanctions
(including civil penalties)

/s/Edna R. Albertson
Publisher (CNH)

TN-September 20, 2024

A RESOLUTION ADOPTING ADMINISTRATIVE OPERATIONAL GUIDELINES FOR GREENWOOD TOWNSHIP

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Greenwood Township adopts this administrative guideline;

BE IT FURTHER RESOLVED that this resolution supersedes and replaces all other policies and procedures of similar nature of record.

Administrative Guidelines - Supervisors

1. The Administrative Guidelines established herein shall apply to all regular Board meetings and all regular Board duties. When a Special Town Meeting is called, it shall follow Minnesota Statutes.
2. The Board conducts one regular Board meeting per month on the second Tuesday of the month at 6:30 PM at the Greenwood Town Hall.
3. Meeting Agendas will be established by the Clerk, with assistance of the Chair, prior to any Board meeting. Supervisors, Clerk, Treasurer and Fire Chief can request items to be placed on the agenda. Citizens may request any Supervisor, Clerk, Treasurer or Fire Chief to place an item on the agenda on their behalf. The deadline for agenda items to be received by the Clerk is noon on the Wednesday prior to the meeting. Agenda packets will be emailed to Supervisors and any residents requesting a copy of the agenda packet by the Friday prior to the meeting. All finance reports shall be included in the agenda packet. Agenda packet, with all supporting documentation, shall be posted on the Township website by the end of the day on Friday prior to the meeting.
4. Approved board minutes shall be added to the Township website within one week following approval.
5. The deadline for invoices shall be the last day of the month. Any invoice received after that day and requiring payment within the next month shall be presented to the Board and approved by separate motion at the Board meeting.
6. The Presiding Officer at all Township meetings shall be the Chair. The Chair shall be one of the Supervisors and shall be appointed annually at the reorganizational meeting. The Vice Chair shall be one of the Supervisors and shall be appointed annually at the reorganizational meeting and will fill the role of the Presiding Officer in the absence of the Chair.
7. Representatives, employees or citizens of Greenwood Township shall be respectful and courteous to other representatives, employees and citizens of Greenwood Township. Representatives and employees of Greenwood Township shall not distribute disparaging, harassing or threatening emails about fellow representatives, employees or citizens of Greenwood Township.
8. Public input will be allowed at the Board meetings. The public would sign up prior to the start of the meeting if they wish to speak. Public comments will be limited to three minutes per citizen, unless further time is authorized by the Chair. The person speaking shall be treated with courtesy and respect. Speaker shall not be interrupted. The open meeting law gives citizens the right to attend town meetings, but not to participate or disrupt the

proceedings. Disrupting a public meeting is a punishable misdemeanor by state statute. If it becomes necessary to remove a citizen from a public meeting, assistance of law enforcement may be sought.

9. Greenwood Township will comply with the requirements of the records retention law to manage the town's records and adopt the Minnesota Township General Records Retention Schedule for the management and destruction of the records in the town's possession.
10. The Board of Supervisors shall assign Supervisor duties and responsibilities at the Reorganization Meeting. The Board retains the right to change distribution of duties.
 - a. Primary Board duties/responsibilities are as follows:
 - i. Road Supervisor
 - ii. Recreation Committee Liaison
 - iii. Ambulance Commission Delegate
 - iv. Alternate Ambulance Commission Delegate
 - v. Lodging Tax Representative
 - vi. RAMS Delegate
 - vii. Grounds and Maintenance Supervisor
 - viii. Noxious Weed Supervisor
 - ix. 911 Coordinator
 - x. Fire Department Liaison
11. Supervisors will have all official correspondence (such as contracts, quotes, bids or requests) directed to the Clerk.
12. Calling a Special Board Meeting: Calling a meeting prior to the next regular Board Meeting can be made by the concurrence of two Board Members. A Board Member requesting a special meeting shall provide the request in writing to the Clerk, who will then contact another board member to determine the need to call a special meeting. The Clerk will post the meeting notice, as required, and include the specific topic within the meeting notice.
13. The Township Attorney shall be contacted by the Chair for consultation on specific matters, unless otherwise approved by a majority vote of the board.
14. Keys will be distributed to Clerk, Treasurer, Deputy Clerk, Deputy Treasurer for the Clerk/Treasurer's office. Keys will be distributed to all supervisors for the two entrance doors. Keys may not be shared or duplicated.
15. Passcodes may not be shared.
16. The Township Supervisors will receive a monthly salary as defined in Exhibit A. The salary for a Township Supervisor will be prorated for the last month of their term up to the date the reorganization meeting is held.

Administrative Guidelines-Clerk

1. The Clerk performs many functions within the Township. The primary duty of the Clerk is to keep a true record of Township functions, meetings, votes and proceedings.
2. The Clerk will have custody of the records, books and papers of Township in files contained at the Town Hall.
3. The Clerk will keep a record of minutes of all meetings in a book of records.
4. The Clerk will file and preserve all accounts audited by the Town Board or allowed at a town meeting and enter a statement of them in the book of records.
5. The Clerk will post all legal notices in the official Township newspaper, at the two entrance doors into the Town Hall and on the Township website.

6. The Clerk and Treasurer will balance claims using the Small City and Town Accounting System (CTAS).
7. The Clerk may appoint a Deputy Clerk. The Deputy Clerk will only be paid to perform the Clerk duties in the absence of the Clerk, unless approval is granted by the Board for additional hours. The hourly rate is included on Exhibit A.
8. The Clerk will keep the Town website operational and updated with any new information on a regular basis. The Clerk may obtain the assistance of Tech Bytes to maintain the website, if needed, on a contract basis.
9. The Clerk will set regular hours when the Town Hall will be open and post on the Town Hall bulletin boards and the website.
10. The Township Clerk will receive a monthly salary as defined in Exhibit A. The salary for the Clerk will be prorated for the last month of their term up to the date the reorganization meeting is held.

Administrative Guidelines-Treasurer

1. On March 11, 2025, the voters of Greenwood Township, approved the Option B form of government. The Treasurer will be hired by the Greenwood Board of Supervisors. A job description covers the duties of the Treasurer position.
2. The Township Treasurer will receive a monthly salary as defined in Exhibit A.

This Administrative Guideline will be subject to review by the entire Board at the annual reorganization meeting. The rates in Exhibit A shall be reviewed at the first meeting following the township election.

Moved by Supervisor _____ and supported by Supervisor _____ to adopt the Resolution on the _____, 2025.

Ayes:

Nays:

Exhibit A-2025 Schedule of Compensation, Reimbursements, Allowances, Stipends and Fees

Per MN Statutes 367.05, the town board shall set the compensation of supervisors, the treasurer, the clerk and the deputy clerk. The supervisors, treasurer, clerk and deputy clerk shall be entitled to mileage for the use of their own automobile at a rate to be determined by the town board for necessary travel on official town business.

Compensation:

Chair monthly salary:	\$ 411.44
Supervisor monthly salary:	\$ 383.02
Township Clerk monthly salary:	\$2,316.59
Township Treasurer monthly salary:	\$ 962.50
Deputy Clerk hourly rate:	\$ 25.00
Deputy Treasurer hourly rate:	\$ 25.00
Head Election Judge hourly rate:	\$ 17.00
Election Judge hourly rate:	\$ 17.00

Spending Authority:

Fire Chief - \$1,000/month; Clerk - \$1,000/month; Maintenance - \$1,000/month

Reimbursements:

Reimbursements shall be made to Board members, Clerk, Treasurer and Fire Chief for authorized expenses. A claim with receipts must be submitted.

Mileage shall be reimbursed according to the IRS rate for Township business related to an assigned duty. **For 2025, the rate is \$0.70 per mile and may be adjusted at any time in the future.**

Meals shall be reimbursed following the IRS rate for Township business related to an assigned duty. **For 2025, the rate is a maximum of \$68.00.** The Township has established the following within the IRS guidelines: \$16.00 for breakfast, \$19.00 for lunch and \$28.00 for dinner, \$5 incidental expenses. Receipts must be submitted to the Clerk along with a claim.

Fee for Building Use:

Citizens may request the use of the Town Hall or Pavilion by making the request in writing to the Clerk giving the specific time and date(s). \$200.00 refundable deposit if property and equipment is left as is. Deposit is due upon rental request to hold date. A copy of the Town Hall/Pavilion rental regulations will be given to renter.

Fees for Access to Information:

Citizens may request public information contained in Township files (excluding private information). Citizens requesting to inspect public records will contact the Clerk to establish a mutually agreeable time for the inspection of the records.

If the Clerk is required to search for information, the following charges will apply. After the first 15 minutes, time will be charged (\$25/hr), \$0.25 per page, plus mailing. \$25.00 per audit thumb drive copy or \$5.00 per copy to personal thumb drive. Estimate to be paid in advance, with balance due upon receipt. There is no cost for copies under 25 pages.

**GREENWOOD TOWNSHIP
TREASURER JOB POSITION**

Greenwood Township operates under Minnesota Statutes 367.30, Subd. 2: appointment by the Town Board of its Clerk and Treasurer. The Treasurer is accountable to the Township Board of Supervisors.

GENERAL STATEMENT OF DUTIES

The Township Treasurer is responsible for properly handling and accounting for township funds. The position requires communicating and working directly with the Town Clerk to confirm both sets of books balance. Both the Clerk and Treasurer are required to use the CTAS (small City and Town Accounting Software) system.

PRIMARY DUTIES

1. Enter disbursements and receipts using the CTAS accounting program.
2. Makes deposits to the bank and transfers funds between accounts, as directed by the Township Board.
3. Reconciles all bank accounts monthly.
4. Monitors cash flow to ensure sufficient funds are available as needed, as directed by the Township Board.
5. Purchases investments. Monitors and records investments in CTAS accounting system.
6. Maintains and processes payroll for Town employees, Town Board and election judges.
7. Processes payroll deductions, payroll reports and records.
8. Responsible for certifying special assessments and tax levies to the County Auditor.
9. Generates financial statements and cash balance fund reports from the CTAS accounting program for the Township Board as needed.
10. Works with the budget committee to develop an annual budget. Inputs and maintains the budget in the CTAS accounting program. Provides monthly budget-to-actual reports to the Township Board as needed.
11. Attends regular Township Board meetings to present Board-requested monthly financial reports.
12. Assists in researching potential grants and completing and submitting grant applications. Administers grant money that is received and prepares related reports.
13. Prepares a variety of required and requested reports and files them with the appropriate state, federal and county offices.
14. Works with Township Clerk to ensure both sets of books (Treasurer's and Clerk's) balance for the Annual Board of Audit, as required for the Option B form of government.
15. Presents the budget and proposed levy to the public at the Township Annual Meeting.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of government fund accounting and financial management, including investment of funds, accounting, payroll and financial recordkeeping.
- Ability to perform mathematical calculations and maintain accurate records.

- Ability to communicate effectively and work cooperatively with Town Clerk, elected officials and the public.
- Ability to prepare a variety of financial reports, and prepare and oversee administration of the Township budget.
- Ability to read, write and understand English.
- Ability to represent the Township in a professional, courteous and efficient manner.
- Skill in operating office equipment, including the CTAS automated accounting and payroll system.
- Must be detail-oriented and adaptable.
- Ability to work flexible hours, including attendance at Township meetings.
- Ability to cooperate with Town Clerk to ensure the books balance.

The listed examples may not include all duties performed by the Treasurer. Duties may vary from time to time and are at the discretion of the Town Board.

As of 12/31/2024

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	288,872.44	5,566.00	120,470.89	434,727.93	11,132.03	36,497.25	108,681.99	257,566.08	366,248.07
Road and Bridge	0.00	1.83	7,000.00	34,497.25	0.00	34,499.08	7,000.00	0.00	27,499.08	27,499.08
Greenwood Capital Equipment Fund	0.00	2.55	0.00	830.66	0.00	833.21	0.00	0.00	921.53	921.53
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	4,962.58	63,282.23	0.00	0.00	5,605.82	62,638.99	0.00	64,741.91	64,741.91
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	1,094.19	529.89	2,000.00	0.00	3,624.08	0.00	0.00	23,579.68	23,579.68
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	4,012.82	101,667.56	0.00	0.00	54,017.82	51,662.56	0.00	51,357.58	51,357.58
Total :	176,129.87	298,946.41	178,045.68	157,798.80	434,727.93	109,712.04	157,798.80	108,681.99	425,665.86	534,347.85

SCHEDULE 2

As Of: As of 12/31/2024

100: General Fund

Receipts:

Intergovernmental Revenues (IGR)

Federal Payments in Lieu of Taxes	6,891.79	
DNR MN PILT	3,509.40	
DNR Forestry	800.00	
Fire Dept Grants	4,663.03	
American Rescue Plan-Covid19	3,000.00	
Taconite Production Tax	55,265.00	
Town Aid	15,906.00	
St. Louis County tax apportionment - Levy	150,343.52	
County Grants and Aids for Highways	4,657.01	
St Louis Cty Beer Lic. Appmt.	57.50	
Total		245,093.25

Charges for Services

City/Town Hall Rent	2,820.00	
Fire Number Sign Sales	1,145.00	
St. Louis Cty Fire Protection	11,000.00	
Total		14,965.00

Miscellaneous

Interest Earning	7,364.74	
Misc Fees & Charges	27.00	
Contributions and Donations from Private Sources	15,565.00	
Refunds of Expenses	3,973.54	
ADP refund of uncashed checks	1,878.91	
Total		28,809.19

Total Receipts**288,867.44**

Other Financing Sources:

Transfers from other Funds	120,470.89	
Special Items	5.00	
Sale of Investments	5,566.00	

Disbursements:

General Government

General Government- Current	243,285.41	
Elections- Current	2,055.61	
General Government Buildings and Plant- Current	13,082.44	
Total		258,423.46

Public Safety

Fire Protection- Current	26,131.73	
Fire Administration- Current	181.81	
Fire Training- Current	2,057.40	
Fire Repair Services- Current	3,634.44	
Medical Services- Current	195.00	
EMS Supplies- Current	2,681.85	
Ambulance Fund/Tower City- Current	26,025.00	
Total		60,907.23

SCHEDULE 2

As Of: As of 12/31/2024

100: General Fund (Continued)

Disbursements: (Continued)

Public Works

Marine & Recreation Vehicles- Current

8,597.24

Total

8,597.24

Total Disbursements

327,927.93

Other Financing Uses:

Purchase of Investments

11,132.03

Transfers to other Funds

36,497.25

SCHEDULE 2

As Of: As of 12/31/2024

201: Road and Bridge

Receipts:

Miscellaneous

Interest Earning

1.83

Total

1.83

Total Receipts

1.83

Other Financing Sources:

Transfers from other Funds

34,497.25

Sale of Investments

7,000.00

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Purchase of Investments

34,499.08

Transfers to other Funds

7,000.00

SCHEDULE 2

As Of: As of 12/31/2024

222: Greenwood Capital Equipment Fund

Receipts:

Miscellaneous

Interest Earning

Total

2.55

2.55

Total Receipts

2.55

Other Financing Sources:

Transfers from other Funds

830.66

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Purchase of Investments

833.21

SCHEDULE 2

As Of: As of 12/31/2024

224: Broadband Fund

Receipts:

Miscellaneous

Interest Earning

4,012.82

Total

4,012.82

Total Receipts

4,012.82

Other Financing Sources:

Sale of Investments

101,667.56

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Purchase of Investments

54,017.82

Transfers to other Funds

51,662.56

SCHEDULE 2

As Of: As of 12/31/2024

225: Fire Dept Fund

Receipts:

Total Receipts 0.00

Other Financing Sources:

Disbursements:

Total Disbursements 0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

228: Building / Capitol Equipment Fund

Receipts:

Miscellaneous

Interest Earning

Total

Total Receipts

4,962.58

4,962.58

4,962.58

Other Financing Sources:

Sale of Investments

63,282.23

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Purchase of Investments

5,605.82

Transfers to other Funds

62,638.99

SCHEDULE 2

As Of: As of 12/31/2024

229: Isle of Pines Bridge Main

Receipts:

Total Receipts 0.00

Other Financing Sources:

Disbursements:

Total Disbursements 0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

230: Greenwood Trail Fund

Receipts:

Miscellaneous

Interest Earning

Total

1,094.19

1,094.19

Total Receipts

1,094.19

Other Financing Sources:

Transfers from other Funds

Sale of Investments

2,000.00

529.89

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Purchase of Investments

3,624.08

SCHEDULE 2

As Of: As of 12/31/2024

231: Community Enhancement

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

406: Broadband

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

420: Broadband Account

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

Greenwood Township - Clerk

Statement of Cash Flows

For the Year Ended December 31, 2024

STATEMENT OF REVENUES AND EXPENSES

For the Year Ended December 31, 2024

Greenwood Township - Clerk
STATEMENT OF INDEBTEDNESS
For The Year Ended December 31, 2024

Bonded Indebtedness	Interest Rate	Issue Date	Final Maturity Date	Outstanding Jan 1, 2024	Issued in 2024	Paid in 2024	Outstanding Dec 31, 2024
<u>Total City Indebtedness</u>							
				[a]		[b]	[c]

Note:

- [*] Special Assessment Bonds and Revenue Bonds with General Obligation backing should not be classified as General Obligation Bonds.
- [a] The Jan. 1 balance should agree with the Dec. 31 balance of the prior year.
- [b] Amounts paid should agree with the amounts shown as principal paid on Schedule 2 and 4.
- [c] Bonds maturing January 1, which are paid on or before December 31, should not be included in the balance outstanding at December 31.

For the period : 1/1/2024 To 12/31/2024

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
Super Savings	Building Fund/Future	413.98	01/01/2024			
			03/31/2024	1.29		415.27
			06/30/2024	1.29		416.56
			09/30/2024	1.34		417.90
			11/12/2024	638.24		1,056.14
			12/31/2024	2.41		1,058.55
			Total			644.57
Super Savings	Greenwood Trails	493.97	01/01/2024			
			03/31/2024	1.54		495.51
			06/30/2024	1.54		497.05
			09/30/2024	1.60		498.65
			10/11/2024	2,000.00		2,498.65
			11/12/2024	529.89		3,028.54
			12/31/2024	8.09		3,036.63
Total			2,542.66	0.00	3,036.63	
Super Savings	Greenwood Capital Equipment Fund	88.32	01/01/2024			
			03/31/2024	0.28		88.60
			06/30/2024	0.28		88.88
			09/30/2024	0.29		89.17
			11/12/2024	830.66		919.83
			12/31/2024	1.70		921.53
Total			833.21	0.00	921.53	
NA	payment	0.03	01/01/2024			
Total				0.00	0.00	0.03
Savings	Road Fund - Frandsen Savings 77B	0.00	01/01/2024			
			06/06/2024	34,497.25		34,497.25
			06/30/2024	0.22		34,497.47
			09/30/2024	0.89		34,498.36
			10/17/2024		7,000.00	27,498.36
			12/31/2024	0.72		27,499.08
Total			34,499.08	7,000.00	27,499.08	

For the period : 1/1/2024 To 12/31/2024

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
Jumbo CD	LPL Investment 8602 - Jumbo CD	263,142.37	01/01/2024			
			01/08/2024		11,142.37	252,000.00
			01/31/2024	0.85		252,000.85
			06/30/2024	5,559.61		257,560.46
			07/31/2024	1.88		257,562.34
			08/31/2024	1.88		257,564.22
			09/30/2024	1.78		257,566.00
			10/11/2024		5,566.00	252,000.00
			10/31/2024	0.50		252,000.50
			12/31/2024	5,565.53		257,566.03
	Total			11,132.03	16,708.37	257,566.03
CD	LPL Investment 0603 - Trail Fund	19,991.52	01/01/2024			
			06/30/2024	537.93		20,529.45
			07/31/2024	0.15		20,529.60
			08/31/2024	0.15		20,529.75
			09/30/2024	0.14		20,529.89
			10/15/2024		529.89	20,000.00
			10/31/2024	0.06		20,000.06
			12/31/2024	542.99		20,543.05
	Total			1,081.42	529.89	20,543.05
CD	LPL Investment 0641 - Broadband	99,007.32	01/01/2024			
			06/05/2024	2,655.51		101,662.83
			06/05/2024		99,000.00	2,662.83
			06/05/2024		1,831.90	830.93
			06/05/2024		5.00	825.93
			06/11/2024	50,000.00		50,825.93
			06/28/2024	4.02		50,829.95
			07/31/2024	0.24		50,830.19
			08/31/2024	0.24		50,830.43
			09/30/2024	0.23		50,830.66
			10/15/2024		830.66	50,000.00
			10/31/2024	0.09		50,000.09
			12/31/2024	1,357.49		51,357.58

For the period : 1/1/2024 To 12/31/2024

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
	Total			54,017.82	101,667.56	51,357.58
CD	LPL Investment Acct 2195 - Buikling and Capital	122,004.34	01/01/2024			125,276.78
			06/05/2024	3,272.44		62,637.79
			06/06/2024		62,638.99	62,642.70
			06/28/2024	4.91		62,637.70
			06/30/2024		5.00	62,637.88
			07/31/2024	0.18		62,638.06
			08/31/2024	0.18		62,638.24
			09/30/2024	0.18		62,000.00
			10/15/2024		638.24	62,000.07
			10/31/2024	0.07		63,683.36
			12/31/2024	1,683.29		
	Total			4,961.25	63,282.23	63,683.36
NA	11233	0.02	01/01/2024			
	Total			0.00	0.00	0.02
	Total All Investments			109,712.04	189,188.05	425,665.86

As of As of 12/31/2024

Personal Services	
ADP	136,628.03
Elan Financial Services	332.40
Jeff Maus	512.36
MATIT	3,497.00
Menards - Virginia	25.34
Mike Nystrom	870.00
PERA	1,748.50
Zup's Food Market	154.48
Supplies	
Amazon	53.57
Aronson Boat Works	380.00
B & D	500.00
B & D CLEARALL. Inc	2,300.00
Barber Graphics	1,007.95
Birch Point Marine Inc	3,106.99
Biss Lock Inc	78.00
Bob's Standard Service	947.97
Culligan of Northeast MN	268.06
Debby Spicer	294.46
Discountfilters	102.04
Eagle Docks	490.00
Elan Financial Services	1,623.38
ElanFinancial Services	147.70
EO Johnson	338.79
Interstate	307.93
Jeff Maus	2,507.07
L & M Supply	137.17
MARS SUPPLY	782.60
Menards - Virginia	806.59
Mesabi Sign Company	307.50
MN Dept of Natural Resources	1,127.34
M-R Sign Co., Inc.	456.30
Northern Engine Virginia	4,698.80
Northwoods True Value	74.06
Perpich TV & Music	1,919.99
Range Office Supply & Equipment	547.62
Rick Stoehr	40.00
RMB Environmental Laboratories	73.15
RMB Environmental labs	127.60
The Supply Cache	1,156.37
The Y Store	238.02
Vermilion Property Services, Inc	5,068.00
Other Services and Charges	
Arrowhead EMS Association	87.50
Arrowhead Regional Firefighters As	75.00
A-Z Property Management	2,000.00
A-Z Property Management, Inc	250.00

As of As of 12/31/2024

Other Services and Charges (Continued)

Benchmark Engineering, Inc	660.00
Birch Point Marine Inc	2,950.25
Bound Tree Medical LLC	2,681.85
Care Partners	100.00
City of Tower	26,025.00
Colosimo, Patchin, & Kearney	1,500.00
Cook Public Library	100.00
Corporate Four Ins Agency	14,021.68
COURI & RUPPE, P.L.L.P.	927.50
Couril & Ruppe, P.L.L.P.	7,552.50
Craig Gilbert	72.36
CTC	503.64
Debby Spicer	885.70
DVS	20.25
Elan Financial Services	243.86
Emergency Apparatus Maintenance	3,634.44
ESC Systems	2,610.73
Fenske Tree Service	322.13
Ferrellgas	718.33
Frandsen Bank & Trust-Tower	21.00
Frontier	1,972.61
Greenwood Community Recreation Boa	27,999.00
Grubens Marina and Village	2,050.00
IAR Emergency Marketing Group, Inc.	810.00
Jeff Maus	1,723.41
JoAnn Bassing	1,040.58
Joe's Marine and Repair Inc	1,534.60
L & M Supply	149.99
Lake Country Power	5,908.46
Lakeview Cemetery	100.00
Lois Roskoski	207.70
MARS SUPPLY	471.84
MATIT	18,242.00
MN Association of Townships	939.20
MN Fire Service Certificatio	262.00
MN North College	515.00
MN Public Safety Group LLC	400.00
MN State Fire Chiefs Association	100.00
MN State Fire Depart Asc	130.00
MN State Fire Department Associatio	130.00
MN Telecommunications	622.00
North Star Training	750.00
North Star Training & Consulting	1,725.00
Northern Health & Fitness Plus	195.00
Pam Rodgers	575.00
Portable John	2,189.85
St Louis County Auditor	1,494.34
St Louis County Fair Association	100.00

As of As of 12/31/2024

Other Services and Charges (Continued)

St. Louis County Auditor	450.00
Superior Fuel	2,622.44
Superior Fuel Company	943.36
Tammy Mortaloni	42.88
Tech Bytes	3,381.04
Timberjay Inc.	466.78
Tower News	611.00
Tower Soudan 4th of July Committee	100.00
Tower-Soudan Historical Society	100.00
Vermilion Lake Association	100.00
Volunteer Firefighters' Benefit Ass	60.00

Capital Outlay

Mesabi Bituminous, Inc	106,800.00
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Debt Service

Other Financing Uses

Barb Crow	200.00
Barbara Lofquist	15.05
Birch Point Interior Assoc	200.00
Breezy Point Road Association	200.00
Brianna Lofquist	200.00
CD	60,060.49
Debby Spicer	9.95
Derek or Tara Lamma	200.00
Dilon Kinnunen	200.00
Elan Financial Services	(29.00)
Frandsen Bank & Trust-Tower	9,830.66
Greenwood General Fund	113,470.89
Greenwood Road Fund	34,497.25
Jac Northland Supply	200.00
Jumbo CD	11,132.03
Kathy Lovegren	200.00
Liz Villnow	400.00
Lois Roskoski	70.00
Marcia Vietanen	200.00
Margret Monacelli	200.00
Nancy Wagner	200.00
North St Louis Soil and Water	100.00
Savings	34,499.08
Super Savings	4,020.44
Vermilion Lake Association	200.00

Total**702,238.77**