

Greenwood Township Board of Supervisors Meeting Agenda

DATE: March 11, 2025 – Following Annual Meeting

CALL TO ORDER – Chair Roskoski

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

ADDITIONS/CHANGES TO AGENDA

Motion- to accept Agenda. **Vote**

Motion -to approve minutes from regular meeting held February 11, 2025. **Vote**

Motion-to approve minutes from Special meeting held February 7, 2025. **Vote**

Motion-approve minutes from Special Meeting held February 11, 2025. **Vote**

Motion-approve Board of Audit meeting minutes from February 11, 2025. **Vote**

Motion- approve minutes from Special meeting held February 18, 2025. **Vote**

Motion- approve minutes from Special meeting held March 4, 2025. **Vote**

FINANCIAL REPORTS

Motion -to approve Treasurer's Report. **Vote**

Motion -to approve Claims. **Vote**

Motion -to approve Payroll. **Vote**

Clerk's financial reports.

OTHER ITEMS

1. Canvass votes from 3/11/25 Township Election.
2. Review job description of Treasurer position.
3. Return of keys by Treasurer, Deputy Treasurer and Supervisor Stoehr.
4. Door locks for Fire Garage, Clerk/Treasurer office, main building entry door.
5. Set Reorganizational Meeting for 6:30 PM, Wednesday, March 19, 2025.

MOTION TO ADJOURN

Special Closed Meeting Minutes

February 7, 2025, at 5:00 P.M.

Meeting called to order by Chair Roskoski at 5:01 pm

This meeting will commence as an open meeting but will then be immediately closed to the public under the authority of Minn. Stat. 13D.05, Subd. 2(b) for the Town Board to consider allegations against an employee of the Township and to determine whether discipline is warranted as a result of such allegations and as a result the employee's work performance.

Please note that the employee may determine that this meeting must be open to the public, in which case the public may attend the meeting.

If the Town Board determines that discipline is warranted, the Town Board may immediately open the meeting to the public to consider the type and extent of discipline to impose on the employee.

Roll Call – Chair Roskoski / Vice Chair Skubic / Supervisor Bassing / Supervisor Gilbert / Supervisor Stoehr -**All Present** – also, Attorney Mike Couri and Clerk Spicer are present.

Motion by Bassing/Stoehr to Close the meeting at 5:02pm. **Vote 5/0 carried**

Motion by Skubic/Gilbert to Open the meeting at 8:25pm. **Vote 5/0 carried**

Motion by Bassing/Skubic to Adjourn at 8:26pm. **Vote 5/0 carried**

Chair _____ Clerk _____

Special Closed Meeting

February 11, 2025 at 5:45 P.M.

Meeting is called to order by Chair Roskoski at 5:45 pm.

Roll Call – Chair Roskoski / Vice Chair Skubic / Supervisor Bassing / Supervisor Gilbert / Supervisor Stoehr / Clerk Spicer **-All Present** – also, Attorney Mike Couri is present via telephone.

This meeting will commence as an open meeting but will then be immediately closed to the public under the authority of Minn. Stat. 13D.05, Subd. 3(b) for the Town Board to discuss ongoing litigation with the Township’s attorney in the following case:

St. Louis County Court file no. 69VI-CV-24-554 entitled “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.

Motion by Gilbert/Bassing to close the meeting at 5:48 pm **Vote 5/0 carried**

Motion by Roskoski/Skubic to re-open meeting a 6:17 pm **Vote 5/0 carried**

Motion by Bassing/Skubic to Adjourn. **Vote 5/0 carried**

Chair _____

Clerk _____

Greenwood Township Supervisors Board Meeting Minutes

DATE: February 11, 2025 - 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 / Deputy Treasurer Bassing / Clerk Spicer – **All present**

Chair Roskoski extended a thank you to Aaron Cabbage and Jessica Templeton for donating a podium, stating it will provide a better focus on the speaker and they will be easier to hear.

PUBLIC COMMENTS

Dave Billett commented on the public water supply issue and suggested we contact Culligan to fix our system.

Supervisor Gilbert stated that he has already contacted Culligan and will be providing an update later in the meeting.

Paul Thompson spoke on the lack of character of certain supervisors and confronted Supervisor Bassing about an email containing a copy of Thompsons Affidavit of Candidacy and asked how he obtained it. The affidavits are locked in the Clerks file cabinet and stated Bassing didn't ask the Clerk for it or get his permission. Supervisor Bassing refused to answer and state how he received the copy. Thompson wants the Board to rebuke Bassing for his actions and tactics.

Steve Bradach agreed with Paul Thompson and said both Bassing's behavior is bad and childish.

ADDITIONS/CHANGES TO AGENDA

Chair Roskoski added Item #11 under New Business – appointment of a liaison to the Fire Department.

Motion by Gilbert/Skubic to accept the Agenda, with the addition of Item #11 under New Business. **Vote 5/0 carried**

Motion Gilbert/Skubic to approve minutes from Regular Meeting held January 14, 2025. **Vote 5/0 carried**

Motion by Gilbert/Skubic to approve minutes from Special Closed Meeting held January 22, 2025. **Vote 5/0 carried**

FINANCIAL REPORTS

Motion by Bassing/Stoehr to approve Treasurer's Report. **Roll call Vote 2/3 fail**

Roskoski No, Skubic No, Bassing Yes, Stoehr Yes, Gilbert No

Motion by Skubic/Gilbert to approve Claims. **Vote 5/0 carried**

Motion by Gilbert/Roskoski to approve Payroll. **Vote 5/0 carried**

Clerk's financial reports.

OLD BUSINESS

1. Public water supply:

a. Letters from residents - both pros and cons of funds spent on arsenic removal.

b. Previous quote from Froe Brothers of \$2,555 to replace media is accepted.

Motion by Skubic/Gilbert to accept the quote from Froe Bros. to replace the media in BrassMaster arsenic filtration system, at an estimated cost of \$2,020. **Vote 5/0 carried**

Supervisor Gilbert will have water tested one month after media replacement and then after 3 to 6 months.

c. Purchase of water dispenser for Town Hall. – no action

2. Steve Lenertz-upcoming Court action dealing with the Hendricks vacation of Birch Point Road Extension – gave abundant information.

Motion by Stoehr/Bassing to direct Township Attorney to dismiss petition from Hendricks to vacate the right of way on Township Road 4136, as premature. **Roll call Vote 1/3 fail.** Roskoski No, Skubic No, Bassing abstains, Stoehr Yes, Gilbert No

Chair Roskoski stated the petition to vacate is currently in the court system and recommend sending information from Steve Lenertz to our township attorney.

Motion by Roskoski/Gilbert to forward the information provided by Steve Lenertz regarding Hendrick's request to vacate the right of way on Township 4136 to the Township Attorney.

Vote 4/0 carried - Bassing abstain

Motion by Roskoski/Skubic to rescind the Motion from Nov. 9, 2021, that allowed Mark Drobac to check/shut off and or turn on necessary supply lines - referring to water. **Vote 5/0 carried**

NEW BUSINESS

1. Township Election – March 11, 2025:

a. Dates for absentee voting-February 7 – March 10, 2025. Absentee voting in person is available at Town Hall, 9 am-1pm, Tuesday, Wednesday and Thursday. Absentee voting by mail is available. Applications are available on the township website or by calling Township Clerk.

2. Membership with Range Association of Municipalities & Schools for 2025.

Motion by Skubic/Gilbert to approve membership renewal with the Range Association of Municipalities and Schools for 2025, in the amount of \$370.00. **Vote 5/0 carried**

3. Chair Roskoski reported on the citizen committee regarding proposed renovation of Town Hall kitchen and said the committee has a lot more work to do before providing details to the board.

4. Proposed 2026 Budget/Levy.

Chair Roskoski reviewed the proposed 2026 budget and levy.

Motion by Bassing/Stoehr to increase the 2026 budget for snow plowing to \$16,000. **Vote 5/0 carried**

Motion by Bassing/Skubic to increase the 2026 budget for legal fees to \$16,000. **Vote 5/0 carried**

Motion by Skubic/Gilbert to increase the 2026 budget for LCP to \$7,000. **Vote 5/0 carried.**

Chair Roskoski stated a proposed levy of \$300,000 was included in the proposed 2026 budget. Supervisor Bassing disagreed with the proposed levy of \$300,000.

Motion by Skubic/Gilbert to accept proposed 2026 Budget, with approved revisions, and a proposed levy of \$300,000 to present at the annual Town Meeting. **Roll call Vote 4/1 carried.**

Roskoski Yes, Skubic Yes, Bassing No, Stoehr Yes, Gilbert Yes

5. Adjustment of proposed taxes and actual taxes payable 2025.

Motion by Skubic/Gilbert to approve the letter to be sent to the Greenwood Township property owners to note the error in calculating the 2025 tax levy for Greenwood Township, as recommended by St. Louis County. **Vote 5/0 carried**

6. Request from Jeff Maus for copy of recording of the employee review closed meeting.

Motion by Stoehr/Bassing to allow Jeff Maus to receive a copy of the recording of closed meeting for his performance review. **Roll call Vote 3/2 carried.** Roskoski Yes, Skubic No, Bassing Yes, Stoehr Yes, Gilbert No

7. Volunteer Firefighters Benefit Association

Motion by Gilbert/Stoehr to renew the policy with the Volunteer Firefighters Benefit Association and update the employee information for the firefighters. **Vote 5/0 carried**

8. Increased internet speed – Northeast Service Coop

Motion by Skubic/Roskoski to increase the internet package with the Northeast Service Coop to the 100 Mbps package for 24 months, at a cost of \$72.00 per month. **Vote 5/0 carried**

9. Increased pricing for Fire Boat at Gruben's Marina.

Motion by Gilbert/Stoehr to accept the quote from Gruben's Marina for rental space for the fireboat for 2025, at a cost of \$2,200.00. **Vote 5/0 carried**

10. Local Board of Appeals & Equalization- Greenwood scheduled for May 14, 2025, from 9-10am

Motion by Skubic/Gilbert to accept May 14, 2025, from 9-10am to hold the Local Board of Appeals and Equalization for Greenwood Township. **Vote 5/0 carried**

Motion by Roskoski/Skubic to appoint Supervisor Gilbert as the liaison to the Fire Department. **Vote 5/0 carried**

SUPERVISOR REPORTS

Skubic Road Supervisor- none

Lodging Tax Board - none

Bassing Joint Powers and Recreation- none

Gilbert Grounds and Maintenance- none
Broadband Liaison- none
Stoehr Noxious Weeds- none
911 Assignment- none
Roskoski Ambulance Commission- none

FIRE CHIEF REPORT

Fire & Rescue report provided by Interim Chief Trancheff, presented by Supervisor Gilbert. January – 2 structure fires and 2 CO/Gas fires, 20 EMS Calls, Physicals / Fit Test & Mandatory OSHA Training has been completed. New FD member has been attending EMR classes.

Motion by Stoehr/Bassing to accept North Shore Compressor quote, in the amount of \$640.70, for annual air test and service of the SCBA/Cascade Breathable Air Compressor. **Vote 5/0 carried**

Eric Milbridge will make EMS bag tags, at a cost of \$10 per tag.

Motion by Skubic/Stoehr to authorize Interim Chief Trancheff be provided with administrative access to the I Am Responding app for the Fire Department. **Vote 5/0 carried**

CLERK REPORT: (Correspondence)

1. Tax Forfeited Land for sale
2. Thank you from SLC Fair Assoc. for donation
3. Thank you from Vermillion Lake Assoc. for donation
4. Received Statement from ADP on Payroll taxes

Clerk Spicer questioned why checks are not being deposited in a timely manner, as some were received in December and not deposited until late January. Deputy Treasurer Bassing responded she only did one deposit.

Motion by Gilbert/Skubic to Adjourn at 7:56 pm. **Vote 5/0 carried**

NEXT MEETING: MARCH 11, 2025 FOLLOWING ANNUAL MEETING SCHEDULED AT 8 PM

Chair

Clerk

2025 Greenwood Township Board Of Audit Minutes

DATE: February 11, 2025

Motion by Bassing/Gilbert to reconvene for Board of Audit at 8:00 pm. **Vote 5/0 carried**

Chair Roskoski instructs each Supervisor to choose:

three (3) random numbers for Receipts between 161677 and 161768 (beginning of 2024 to end of 2024)

and each Supervisor to choose:

three (3) random numbers for Disbursement between 21861 and 22127 (beginning of 2024 to end of 2024)

Disbursements for review - claim # 21861 - 22127

Roskoski	Skubic	Bassing	Gilbert	Stoehr
21883	21877	22012	21871	21862
21890	22100	22111	21873	22121
22120	22101	22123	21875	21972

Receipts for review – receipt # 161677 - 161768

Roskoski	Skubic	Bassing	Gilbert	Stoehr
161700	161680	161714	161687	161778
161679	161708	161679	161699	161761
161790	161733	161732	161707	161680

Chair Roskoski continued to review the items on the checklist list provided by MAT 2025 Board of Audit Meeting Materials. She noted the Treasurer’s and Clerk’s disbursement ledgers, receipt ledgers and Schedule 1’s did not match for 2024.

Clerks:

Reconciliation	-	There is one outstanding 2024 claim against township.
Statements of Receipts	-	All receipts have been deposited and\ or transferred to the proper fund.
Statement of claims -		All claims against the township have been settled for 2024.
Statement of Disbursements	-	All claims have been posted to the disbursements for 2024.
Statement of Investments	-	All investments have been accounted for, including interest.
Fund Balances	-	Fund Balances 12/31/2024 are attached to the audit.

Clerk Spicer notes there are no records in CTAS for checks 231881 through 21892 that fall between checks recorded between January 9 and February 13, 2025, in the Clerks CTAS, and no claim with those check numbers assigned from during the time Joann Bassing was Clerk.

Clerk Spicer also found there are no records in the Clerk CTAS and no claims for the following checks 21621 through 21624, that fall between checks dated between January 13 and February 11, 2023. 21699 that falls between checks dated May 9, 2023

21757 that falls between checks dated between July 11 and August 8, 2023
31803 that falls between checks dated between September 22 and October 3, 2023.

Clerk Spicer stated all Voided checks are to have VOID written on them and kept in sequence with the check stubs and entered in CTAS, which is not the case with any of these missing checks.

Chair Roskoski asked Deputy Treasurer Bassing why 2 of the 3 Disbursements she had chosen were not accounted for. Deputy Treasurer Bassing stated she did not know what they were for and refused to confirm that the checks were voided in CTAS on the Treasurer's computer.

Chair Roskoski stated that, since the none of the Clerk and Treasurer's records match, and the Deputy Treasurer refused to cooperate with verifying the missing checks, it was pointless to continue with the Board of Audit.

Motion by Roskoski/Skubic to Adjourn. **Vote 5/0 carried**

Chair _____ Clerk _____

**Special Meeting of the Board of Supervisors Minutes
February 18, 2025 at 6:00 P.M.**

Meeting Called to Order by Chair Roskoski at 6:00 pm.

Chair Roskoski, Vice Chair Skubic, Supervisor Bassing, Supervisor Gilbert, Supervisor Stoehr, Clerk Spicer, and Attorney Couri were present.

This meeting will commence as an open meeting but will then be immediately closed to the public under the authority of Minn. Stat. 13D.05, Subd. 2(b) for the Town Board to consider allegations against an employee of the Township and to determine whether discipline is warranted as a result of the allegations and the performance of the employee. Please note that the employee may determine that this meeting must be open to the public, in which case the public may attend the meeting.

If the Town Board determines that discipline is warranted, the Town Board may meet in open session immediately after the closed meeting to consider the type and extent of discipline to impose on the employee.

Motion by Gilbert/Bassing to close the meeting at 6:02 pm. **Vote 5/0 carried**

Motion by Bassing/Skubic to open the meeting at 9:30 pm. **Vote 5/0 carried**

Motion by Skubic/Gilbert that Employee A be terminated from employment with Greenwood Fire Department and medical response service, effective February 18, 2025, based on 19 allegations from the Investigative Report prepared by Pamela Whitmore, Kennedy & Graven, and the employee performance review.

Roll call vote: Chair Roskoski - Yes, Vice Chair Skubic - Yes, Supervisor Bassing - No, Supervisor Gilbert - Yes, Supervisor Stoehr – No. **3/2 Carried**

Motion by Gilbert/Skubic for Employee A turn in all Township Fire Department property and equipment, including, but not limited to, computers, keys, files, records, firefighting gear and medical gear, pagers and radios, no later than Wednesday, February 19, 2025.

Roll call vote: Chair Roskoski - Yes, Vice Chair Skubic - Yes, Supervisor Bassing - Yes, Supervisor Gilbert - Yes, Supervisor Stoehr – No. **4/1 Carried**

Motion by Gilbert/Skubic to identify Employee A as Jeff Maus.

Roll call vote: Chair Roskoski - Yes, Vice Chair Skubic - Yes, Supervisor Bassing - Yes, Supervisor Gilbert - Yes, Supervisor Stoehr – No. **Vote 4/1 Carried**

Motion by Skubic/Gilbert to Adjourn. **Vote 5/0 carried** **Time: 9:40 pm**

Chair _____ **Clerk** _____

GREENWOOD TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
TUESDAY, MARCH 4, 2025 – 5 PM

Roll Call:

Present: Supervisors Chair Roskoski / Vice Chair Skubic/ Supervisor Gilbert/ Supervisor Stoehr/Supervisor Bassing and Clerk Spicer

1. Request from Jeff Maus for payment for non-response to Fire and EMS calls while on administrative leave.
After discussion, it was determined the January 8 & 9 EMS Runs were previously paid to Maus. It was also determined the EMS Runs from 1/19 through 1/22 fall in the timeline while Maus was on medical leave, therefore, not eligible for payment. The calls that fell between 2/5 through 2/12 were also disqualified, as Joann Bassing, Deputy Treasurer, sent an email stating Maus had limited availability for that time period and could not perform his Treasurer duties. It was determined the 2/14 dispatch call was a no-involvement call and disqualified for payment.

Motion by Skubic/Stoehr to pay Jeff Maus for 14 hours of EMS/Fire calls while on paid administrative leave, in the amount of \$350, plus a 7 day penalty of \$84.70, for a total of \$434.70. **Vote 5/0 carried**

2. Return of Fire and EMS equipment and gear by Jeff Maus.

Motion by Skubic/Gilbert to withhold the expense check claimed by Maus until all keys, laptop, and run-reports are returned to Greenwood Township.

Roll call vote - Roskoski-Yes, Skubic-Yes, Bassing-No, Gilbert-Yes, Stoehr-No **3/2 carried.**

3. Addition of EMR's to be added to Death/Disability policy with VFBA

Motion by Skubic/Bassing to enroll all interested EMR personnel in the Volunteer Firefighter Death/Disability Benefit Plan, at a cost of \$10 per employee, plus an additional \$4 if new member. **Vote 5/0 carried**

Motion by Bassing/Skubic to Adjourn at 5:19 pm. **Vote 5/0 carried**

Chair _____ Clerk _____

Fund Name: All Funds

Date Range: 02/01/2025 To 02/28/2025

<u>Date</u>	<u>Remitter</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>
02/28/2025	Koller	161789	fire sign	(02/28/2025) -	N	Fire Number Sign Sales	100-34110-	\$ 65.00
								<u>\$ 65.00</u>
02/28/2025	St. Louis County	161790	fire contracts / beer lic	(02/28/2025) -	N	Local Government Aid St. Louis Cty. Beer Lic. Appmt. St. Louis City Fire Protection	100-33401- 100-33621- 100-34206-	\$ 132.50 \$ 57.50 \$ 5,500.00
								<u>\$ 5,690.00</u>
02/28/2025	St. Louis County	161791	24 taconite prod tax 2025 dist	(02/28/2025) -	N	Taconite Production Tax	100-33405-	\$ 25,000.00
								<u>\$ 25,000.00</u>
02/28/2025	Frandsen Bank	161792	interest	(02/28/2025) -	N	Interest Earning	100-36210-	\$ 57.90
								<u>\$ 57.90</u>
02/28/2025	LPL Financial	161793	intrest on CD,s	(02/28/2025) -	N	Interest Earning Interest Earning Interest Earning	100-36210-7 224-36210-7 228-36210-7	\$ 1.67 \$ 0.16 \$ 0.04
								<u>\$ 1.87</u>
02/28/2025	LPL Financial	161794	intrest on CD,s	(02/28/2025) -	N	Interest Earning	230-36210-7	\$ 0.03
								<u>\$ 0.03</u>
Total for Selected Receipts								<u><u>\$ 30,814.80</u></u>

Fund Name: All Funds

Date Range: 02/01/2025 To 02/28/2025

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
02/28/2025	W C Heliam Medical Foundation	22156	donation	N	GENERAL GOVERNMENT	100-41001-490-	\$ 100.00
	Total For Check	22156					\$ 100.00
02/28/2025	Cook Public Library	22157	donation 2024	N	GENERAL GOVERNMENT	100-41001-490-	\$ 100.00
	Total For Check	22157					\$ 100.00
02/28/2025	Mike Nystrom	22158	Inv Jan 2025	N	GENERAL GOVERNMENT	100-41001-108-	\$ 145.00
	Total For Check	22158					\$ 145.00
02/28/2025	Tower News	22159	notice	N	GENERAL GOVERNMENT	100-41001-351-	\$ 390.00
	Total For Check	22159					\$ 390.00
02/28/2025	CTC	22160	phone Inv 21512605	N	GENERAL GOVERNMENT	100-41001-321-	\$ 195.00
	Total For Check	22160					\$ 195.00
02/28/2025	The Y Store	22161	fuel fire dept Inv 2000640	N	Fire Protection	100-42201-212-	\$ 20.00
	Total For Check	22161					\$ 20.00
02/28/2025	Lake Country Power	22162	Electricity 12/17-01/17	N	GENERAL GOVERNMENT	100-41001-381-	\$ 573.72
	Total For Check	22162					\$ 573.72
02/28/2025	Bound Tree Medical LLC	22163	Fire Dept Supplies EMS Inv 85633019	N	EMS Supplies	100-42275-310-	\$ 6,191.77
	Total For Check	22163					\$ 6,191.77
02/28/2025	Elan Financial Services	22164	fd training, maint supplies,clerk office supplies	N	GENERAL GOVERNMENT	100-41001-201-	\$ 116.69
	Total For Check	22164					\$ 116.69
02/28/2025	Biss Lock Inc	22165*	repair door lock	N	General Government Buildings and Plant	100-41940-401-	\$ 1,095.00
	Total For Check	22165					\$ 1,095.00
02/28/2025	Tech Bytes	22166	Invoice #7899	N	Data Processing	100-41920-201-	\$ 156.50
	Total For Check	22166					\$ 156.50

Fund Name: All Funds

Date Range: 02/01/2025 To 02/28/2025

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
02/28/2025	B&D Clear All	22167	Inv 718 plowing	N	GENERAL GOVERNMENT	100-41001-229-	\$ 3,500.00
		Total For Check					\$ 3,500.00
02/28/2025	Northern Health & Fitness	22168	Basic Medical Eval. 8 employees	N	Medical Services	100-42270-305-	\$ 980.00
		Total For Check					\$ 980.00
02/28/2025	MN Dept. of Natural Resources	22169	boat reg. alumacraft	N	Fire Protection	100-42201-433-	\$ 52.60
		Total For Check					\$ 52.60
02/28/2025	Debby Spicer	22170	miles	N	GENERAL GOVERNMENT	100-41001-331-	\$ 36.18
		Total For Check					\$ 36.18
02/28/2025	EO Johnson	22171	Inv 1694783	N	GENERAL GOVERNMENT	100-41001-202-	\$ 67.76
		Total For Check					\$ 67.76
02/28/2025	Tower News	22172	52 weeks subscript	N	GENERAL GOVERNMENT	100-41001-351-	\$ 40.00
		Total For Check					\$ 40.00
02/28/2025	MN North College	22173	EMR Initial Brianna L.	N	Fire Training	225-42240-308-	\$ 1,247.50
		Total For Check					\$ 1,247.50
02/28/2025	JoAnn Bassing	22174	Mileage	N	GENERAL GOVERNMENT	100-41001-331-	\$ 13.40
		Total For Check					\$ 13.40
02/28/2025	Brianna Loftquist	22175	mileage to class x3	N	Fire Training	100-42240-331-	\$ 285.42
		Total For Check					\$ 285.42
02/28/2025	ADP data processing	ADP 02132025	ADP EFT's payroll and w-2	N	GENERAL GOVERNMENT	100-41001-103-	\$ 9,703.15
		ADP 02132025				100-41001-103-	\$ 562.04
		ADP 02132025				100-41001-107-	\$ 137.00
		ADP 02132025				100-41001-121-	\$ 347.50
		ADP 02132025				100-41001-122-	\$ 98.37
		ADP 02132025				100-41001-122-	\$ 1,784.71
		Total For Check					\$ 12,632.77
		Total For Selected Checks					\$ 28,530.32

Date Range : 2/1/2025 To 2/28/2025

<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>
02/15/2025	Tech Bytes, LLC	Inv# 7911, 7936, 7992, 8031	22176	\$623.10	100-41920-201-100-41920-201-100-41920-201-100-41920-201-	Data Processing Data Processing Data Processing Data Processing	\$200.00 \$130.00 \$136.60 \$156.50
02/15/2025	MIN Telecommunications	Inv 11545	22177	\$48.00	100-41001-321-	General Government	\$48.00
02/15/2025	Bound Tree Medical LLC	Inv # 85645792, 85654884, 85668816-ems supplies	22178	\$1,493.00	100-42275-310-100-42275-310-100-42275-310-	EMS Supplies EMS Supplies EMS Supplies	\$1,311.78 \$167.93 \$13.29
02/15/2025	AJ's Repair Service, LLC	Inv 9915-SKI Truck 1-2002 Int'l, 9917-SKI Truck 2 1990 Int'l, 9916-SKI Truck 3 2009 Int'l,	22179	\$2,583.60	100-42201-221-100-42201-221-100-42201-221-	Fire Protection Fire Protection Fire Protection	\$961.96 \$623.67 \$997.97
02/15/2025	MARS Supply, Inc.	invoice #30568517 -N95 half facepiece respirator	22180	\$47.75	225-42201-310-	Fire Protection	\$47.75
02/15/2025	Bob's Standard Service	#1 - Diesel + treatment	22181	\$133.47	100-42201-212-100-42201-212-	Fire Protection Fire Protection	\$115.47 \$18.00
02/15/2025	Timberjay Inc.	Inv# 136929Filing notice & absentee ballot notice	22182	\$73.13	100-41410-352-100-41410-352-	Elections Elections	\$41.25 \$31.88
02/15/2025	MIN North College	EMS training 10/11/024 Inv# 1254949	22183	\$900.00	100-42240-308-	Fire Training	\$900.00

Date Range : 2/1/2025 To 2/28/2025

<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>
02/15/2025	Mike Nystrom	Inv# - FB Broadcast Feb 2025	22184	\$145.00	100-41001-108-	General Government	
02/15/2025	Portable John	Inv#34983 for Jan 20252 & Inv#35402 for Feb 2025 HDCP	22185	\$241.50	100-41940-223-	General Government Buildings and Plant	\$120.75
					100-41940-223-	General Government Buildings and Plant	\$120.75
02/15/2025	Couril & Ruppe, P.L.L.P.	12/03024 thru 1/16/2025	22186	\$815.00	100-41001-304-	General Government	\$815.00
02/15/2025	CTC	phone system Inv# 21535463 feb 12 thru Mar 11	22187	\$117.57	100-41001-304-	General Government	\$117.57
02/15/2025	Summit Companies	Annual fire exting inspect Inv#2984930, Annual Fuse Link SL 360 inspecti Inv#2984945	22188	\$775.00	100-41940-403-	General Government Buildings and Plant	\$610.00
					100-41940-403-	General Government Buildings and Plant	\$165.00
02/15/2025	Lake Country Power	Electricity 1/01/2025 ti 2/01/2025	22189	\$1,208.35	100-41940-381-	General Government Buildings and Plant	\$1,208.35
02/15/2025	St. Louis County Auditor	Disc programming and ballots for March election	22190	\$545.55	100-41410-316-	Elections	\$545.55
02/15/2025	Kennedy & Graven, Chartered	Service 12/02/2024 - 1/31/2025	22191	\$19,652.46	100-41001-304-	General Government	\$19,652.46

Date Range : 2/1/2025 To 2/28/2025

<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>
02/15/2025	Grubens Marina and Village	Reserved Dock - Summer 2025 Fireboat #1	22192	\$2,200.00	100-43128-415-	Marine & Recreation Vehicles	\$2,200.00
02/15/2025	Brianna Lotquist	Mileage to EMR Training x 3 2/13/2025, 2/18/2025, 2/20/2025	22193	\$285.42	100-42240-331-	Fire Training	\$285.42
02/15/2025	Perpich TV & Music	Inv# 10016400 & Inv# 39003712	22194	\$2,023.95	100-41001-201- 100-41001-201-	General Government General Government	\$418.99 \$1,604.96
02/15/2025	Debby Spicer	mileage-Tower PO Mileage-x 3 Mileage to Evelynth	22195	\$87.10	100-41001-331-	General Government	\$87.10
02/15/2025	Range Assoc Municipalities\Schools	RAMS membership dues 2025	22196	\$370.00	100-41001-433-	General Government	\$370.00
02/15/2025	Elan Card Member Payments	Adobe software, postage,security seals	22197	\$888.21	100-41001-309- 100-41001-322- 100-41410-221- 100-41001-433-	General Government General Government Elections General Government	\$257.57 \$600.80 \$13.26 \$16.58
02/15/2025	Jeff Maus	mileage, cell phone Sept-Feb 18, Bckgrd chk, lunch	22198*	\$890.14	100-41001-321- 100-41001-331- 100-41001-331- 100-41001-331- 100-41001-331- 100-42210-310- 100-41001-331- 100-42210-305-	General Government General Government General Government General Government General Government Fire Administration General Government Fire Administration	\$282.14 \$40.20 \$26.80 \$44.80 \$149.80 \$15.00 \$18.41 \$312.99

Date Range : 2/6/2025 To 3/6/2025

<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>
02/15/2025	VFBA OF MN	Annual renewal + new enrollment	22199	\$120.00	225-42220-433-	Fire Fighting	\$120.00
02/15/2025	Superior Fuel Company	Propane delivered 1/24 & 2/17 Inv# 2813083 & 2835381	22200	\$1,725.38	100-41001-383- 100-41001-383-	General Government General Government	\$793.84 \$931.54
02/15/2025	EO Johnson	INV # 1711729	22201	\$51.47	100-41001-202-	General Government	\$51.47
02/15/2025	B & D CLEARALL, Inc	Inv#739 - plow & sand Feb 1 & Feb 6	22202	\$1,400.00	100-41001-228-	General Government	\$1,400.00
02/15/2025	Tower News	8 election ads 2/7 thru 2/28	22203	\$416.00	100-41001-351-	General Government	\$416.00
02/15/2025	ESC Systems	annual Alarm Certification mileage	22204	\$366.75	100-42201-404- 100-42201-331-	Fire Protection Fire Protection	\$337.50 \$29.25

Total For Selected Claims **\$40,226.90** **\$40,226.90**

Date Range : 2/1/2025 To 2/28/2025

<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>
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	

February 2025 Payroll paid in March

Personnel	Hours			Earnings		Gross	Voluntary Deductions
	Reg	O/T	H 3/4	Reg	O/T		
Clerk							
Spicer, Debby				2,316.59		2,316.59	
Interim Fire Chief							
Trancheff, Brian				789.19		789.19	
EMR Captain							
DeJooode, David				300.00		300.00	
FIRE FIGHTER EMR							
DeJooode, David	2.25			33.75		158.75	
Rate: 15.0000							
Rate: 25.0000	5.00			125.00			
Dowden, Dean C	2.25			33.75		58.75	
Rate: 15.0000							
Rate: 25.0000	1.00			25.00			
Dowden, Tammie J	2.25			33.75		33.75	
Rate: 15.0000							
Edmunson, Brenda Ann	4.25			63.75		88.75	
Rate: 15.0000							
Rate: 25.0000	1.00			25.00			
Gilbert, Craig	1.75			26.25		51.25	
Rate: 15.0000							
Rate: 25.0000	1.00			25.00			
Lofquist, Brianna C	20.75			311.25		311.25	
Rate: 15.0000							
Maus, Jeffrey				350.00		458.90	
Milbridge, Eric	2.00			30.00		30.00	
Rate: 15.0000							
Nelson, Peggy	2.25			33.75		33.75	
Rate: 15.0000							
Strong, Kristal	2.25			33.75		133.75	
Rate: 15.0000							
Rate: 25.0000	4.00			100.00			
Trancheff, Brian	6.75			101.25		226.25	
Rate: 15.0000							
Rate: 25.0000	5.00			125.00			
Villebrun, Makenna B	6.75			101.25		251.25	
Rate: 15.0000							
Rate: 20.0000	2.50			50.00			
Rate: 25.0000	4.00			100.00			
JANITORIAL							
Sawyer, Jerry	6.25			187.50		187.50	
Rate: 30.0000							
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	
Treasurer							
Maus, Jeffrey				962.50		962.50	

Fund Name: All Funds

Date Range: 02/01/2025 To 02/28/2025

<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>
02/06/2025	St Louis County	161790	1st half Fire Contracts - \$5,500, Beer Lic. Appmt	(02/06/2025) -	N St Louis Cty Beer Lic. Appmt.	100-33621-	\$ 57.50
					St. Louis Cty Fire Protection	100-34206-	\$ 5,500.00
							\$ 5,557.50
02/06/2025	State of Minnesota	161790b	MMB ACH	(02/06/2025) -	N Town Aid	100-33460-	\$ 132.93
							\$ 132.93
02/06/2025	St Louis County	161791	Taconite Production Distribution.	(02/06/2025) -	N St. Louis Cty Fire Protection	100-34206-	\$ 25,000.00
							\$ 25,000.00
02/28/2025	Ben Kolles	161789	Fire sign	(02/28/2025) -	N Fire Number Sign Sales	100-34110-	\$ 65.00
							\$ 65.00
02/28/2025	Frandsen Bank	161792	Interest	(02/28/2025) -	N Interest Earning	100-36210-	\$ 57.90
							\$ 57.90
Total for Selected Receipts							\$ 30,813.33

The board will take the following steps to canvass the results:

- The clerk prepares a canvass report. For towns with November elections, this report may be available from the state Election Reporting System for towns;
- The canvassing board takes the oath of office and publicly canvasses the election returns by reviewing the abstract and write-in reports;
- The board may ask to examine summary statements before it declares the results. The board does not view the ballots or do another count;
- When satisfied that the abstract reports are correct, the board signs the abstracts, and they become the official results;

Oath of Office

I, _____(Name)_____ do solemnly swear or affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota, and that I will discharge faithfully the duties of the office of Board of Canvass in the County of St. Louis, the State of Minnesota, to the best of my judgment and ability.

GREENWOOD TOWNSHIP BOARD OF CANVASS 2025

March 11, 2025 Time:

Supervisors take Oath.

2025 Election Results presented by Election Judge Kathy Lovgren

Supervisor Position 4 – 3 year term

Steve Bradach Votes _____

Sue Drobac Votes _____

Write-in _____ Votes _____

Question “Shall Option B, providing for the appointment of the Clerk and Treasurer by the Town Board, be adopted for the government of Greenwood Township?”

YES - Votes _____ NO - Votes _____

Treasurer – 2 year term

Paul Thompson Votes _____

Joann Bassing Votes _____

Write-in _____ Votes _____

Motion: by _____ approving election results - **Vote**

Motion: by _____ to Supervisors Meeting. **Vote**

Time: