

Greenwood Township Supervisors Board Meeting Agenda

DATE: December 9, 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 Bradach/
Supervisor Bassing / Treasurer Mortaloni / Clerk Spicer

PUB. UC COMMENTS (Limited to 3 minutes)

ADDITIONS/CHANGES TO AGENDA

Motion- to accept Agenda. **Vote**

Motion -to approve minutes from regular meeting held November 12, 2025. **Vote**

FINANCIAL REPORTS

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

Motion -to approve Claims. **Vote**

Motion -to approve Payroll. **Vote**

OLD BUSINESS

1. Vermilion Lake Association - last donated 1/09/2024 - \$100.00.
2. St. Louis Association of Township Officers Membership - fees begin January if membership is continued.

NEW BUSINESS

1. Presentation by Jim Galonski regarding Greenwood Fire Department.
2. Budgets:
 - a. Approve revised 2026 budget.
 - b. Discuss 2027 budget.
3. Annual performance evaluations.
4. Personnel:
 - a. Accept Peggy Nelson, EMR, retirement effective 12/31/2025.
 - b. Accept Tammy Mortaloni, Treasurer, resignation 12/14/2025.
5. Treasurer position.
 - a. Recommendation from Personnel Committee regarding hours/pay.

- b. Interim Treasurer position.
 - c. Hiring process.
- 6. Appointed Clerk position beginning March 2026.
 - a. Job description.
 - b. Hiring process.
- 7. Extend videotaping services for board meetings for 2026.
- 8. Filings for offices for Township Election held on March 10, 2026.
 - a. Supervisor 1 (March 2026-March 2029) currently held by Paul Skubic.
 Supervisor 2 (March 2026-March 2029) currently held by John Bassing.
 Filing period: Tuesday, December 30, 2025, through Tuesday, January 13, 2026.
 On Tuesday, January 13, 2026, the office will be open until 5 pm for filing.
- 9. 2025 Ambulance Vehicle Aid - invoice for \$26,025.00.

SUPERVISOR REPORTS

Skubic	Road Supervisor Lodging Tax Board Representative
Sassing	Broadband Liaison Joint Powers and Recreation Noxious Weeds Representative 911 Assignment
Gilbert	Grounds and Maintenance Fire Department Liaison
Bradach	Recreation Committee Liaison
Roskoski	Ambulance Commission a. Ambulance Information RAMS Representative

FIRE DEPARTMENT REPORT

1.

CLERK REPORT (Correspondence)

Book Mobile change - Beginning January 1 will be at our location every 3rd Wednesday from 12:45pm to 1:30pm.

MOTION TO ADJOURN

NEXT MEETING: January _____, 2026 - 6:30 PM

Greenwood Township Supervisors Board Meeting Minutes

DATE: November 12, 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 Bradach/ Supervisor Bassing / Treasurer Mortaloni / Clerk Spicer **-All present**

PUBLIC COMMENTS (Limited to 3 minutes)

Jeri Ankrum - announced November 24th -29th was Small Business Week in Tower. There will be decorated storefronts, a coloring contest for the kids, raffles using your receipts from purchases made at local shops during the event, and much more. All are welcome.

ADDITIONS/CHANGES TO AGENDA

Motion- by Bradach/Gilbert to accept Agenda. **Vote 5/0 carried**

Motion - by Skubic/Bradach to approve minutes from regular meeting held October 14, 2025.

Roll-call Vote Roskoski Y, Subic Y, Bassing N, Gilbert Y, Bradach Y, **4/1 carried**

FINANCIAL REPORTS

Adjusted Checking balance is \$68,898.66

Jumbo - \$101,976.92

Road Fund -\$27,496.00

Building/Capital - \$99,916.39

Broadband - \$103,342.50

Trail - \$25,608.89

Total= \$427,239.36

Motion - by Bradach/Skubic to approve Treasurer's Report. **Vote 5/0 carried**

Motion - Bassing/Skubic to approve Claims in the amount of \$23,183.08. **Vote 5/0 carried**

Motion -by Skubic/Bradach to approve Payroll. **Vote 5/0 carried**

Motion - by Gilbert/Skubic for Treasurer to use the remaining 10.5 hours left over from July-Sept grant work for continued grant work during November and December 2025. **Vote 5/0 carried**

Motion - by Gilbert/Sassing for the Personnel Committee to meet with Treasurer to discuss position time and rate. **Vote 5/0 carried**

OLD BUSINESS

1. Public water source. - test results not back yet. Supervisor Gilbert is researching different filters/options to consider.
2. Walking Trail - non motorized signage. - obtained brown signs to place at each end of the trail and each way on Bradley Road.
3. Review Hall and Pavilion Use Regulations.

Motion -by Bradach/Gilbert to approve updated Hall regulations with the omission of balloons from not allowed status. **Vote 5/0 carried**

Motion -by Bradach/Gilbert to approve updated Pavilion regulations as presented and have cleaning person check/empty garbage once a week.

Roll-call Vote Roskoski N, Subic Y, Sassing Y, Gilbert Y, Bradach Y, **4/1 carried**

4. St. Louis County Association of Townships Membership - still waiting for response of what the membership benefits are, agreed to table to December meeting.

NEW BUSINESS

1. Discussion on fire training incident held October 25, 2025. Chief Trancheff and Fire Admin Lofquist spoke of fire incident on October 25th during the training put on by Hibbing Community College. There were 9 instructors, and the instructors told them where to park. When the fire unexpectedly expanded in minutes and headed toward the fire truck, Trancheff stated the Greenwood firefighters kicked in and did everything necessary in a professional manner, successfully minimizing the damage. They learned, firsthand, the importance of communication and trust. The damages will be submitted to the Hibbing Community College insurance.

Motion -by Gilbert/Bradach to include involved FD personnel salaries, and time paid for Fire Admin insurance claim work, on the insurance claim for reimbursement. **Vote 5/0 carried**

2. Revised 2026 budget. Treasurer has revised the 2026 budget to reflect changes and potential fund allocations. Some minor rearranging of categories may still need to be made but Chair stated job well done.

SUPERVISOR REPORTS

Skubic	Road Supervisor - showed the new plow contractor the plowing needs on Birch Point Extension.
	Lodging Tax Board Representative - nothing to report.
Bassing	Broadband Liaison - still working on.
	Joint Powers and Recreation - nothing to report.
	Noxious Weeds Representative - nothing to report.
	911 Assignment - nothing to report.

Gilbert Grounds and Maintenance - ordered new filters for public water system.
Fire Department Liaison - Chief will provide report.

Bradach Recreation Committee Liaison - letter presented at last months meeting from Sara Anderson concerning vacating road portions on Birch Point Extension was responded to - we are trying not to allow the vacate request. No answers yet on the Hendricks/Johnson cases.
The recreation gear has been put away for the season. Roskoski stated she spoke with our custodian and he agreed to check and remove the trash cans in the Pavilion area once per week- alleviating Rec member Jeri Ankrum from that task.

Roskoski Ambulance Commission - no meeting yet but expect to have one between now and end of December.
RAMS Representative - RAMS meeting is the same day as our next meeting so will not be attending the RAMS meeting.
Joann Bassing again failed to show for conciliation court that she had filed. Case was again dismissed by Judge, with prejudice.

FIRE DEPARTMENT REPORT

Presented by Chief Trancheff- 7 fire calls, 5 EMS calls, the #1 boat is out of the water and prepped for storage. #2 boat is still in the water. Cook FD provided a hose tester so that will be done in-house and save money.

1. New hire request for FF - Michael Weske is on Cook FD and is already trained and fitness tested - recommended by Chief Trancheff.

Motion -by Skubic/Gilbert to hire Michael Weske, contingent upon completion of background check and submission of recent physical results. **Vote 5/0 carried**

Motion -by Bradach/Gilbert to revise the Fire Department Policy, Section 8b, changing the EMS training from the second Wednesday to the second Thursday of each month. **Vote 5/0 carried**

Changing PPE brand to MSA from MacQueen Equipment - better overall safety and longevity make it worth the higher cost. Full head-to-toe (helmet, jacket, pants, boots, gloves). Quote from MacQueen for four (4) sets at \$6,527.25 +shipping. Two (2) sets will be reimbursed by Bois Forte.

Motion - by Gilbert/Bradach to accept quote from MacQueen Equipment quote for 4 full sets of Structure PPE for Fire Department, in the amount of \$6,527.25 plus shipping. **Vote 5/0 carried**

CLERK REPORT (Correspondence)

Received membership renewal from Vermilion Lake Association. No required fee but do we want to add a donation or does anyone want to volunteer? - Table to Dec. Meeting.

Motion - by Bassing/Skubic to Adjourn. **Vote 5/0 carried** **Time: 7:57pm 2025 - 6:30 PM**

NEXT MEETING: December 9.

Chair _____ **Clerk** _____

Greenwood Township
Bank Reconciliation
November 30, 2025

Balance per Bank	\$	33,319.54
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Plus Deposits in Transit

Less: Outstanding Checks	\$	<u>(235.00)</u>
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Adjusted Bank Balance	\$	33,084.54
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Adjusted Book Balance 10/31/2025	\$	68,898.66
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Plus Deposits per Receipts Register	\$	1,214.67
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Less: Disbursements	\$	<u>(37,028.79)</u>
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Adjusted Book Balance	\$	33,084.54
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FRANDSEN BANK - TOWER
PO BOX 499
TOWER, MN 55790

PAGE: 1
ACCOUNT: XXXXXXXXXXXX9840 11/28/2025
DOCUMENTS: 18

FRANDSEN BANK & TRUST

TELEPHONE: 218-753-6100



Real people. Real results.

TOWN OF GREENWOOD
3000 COUNTY RD 77
TOWER MN 55790

30-0
3
15

SUMMARY OF ACCOUNTS

ACCOUNT TYPE	ACCOUNT NUMBER	CURRENT BALANCE	MATURITY DATE
PUBLIC FUND BUSINESS INTEREST CHECKING ACCOUNT	XXXXXXXXXXXX9840	33,319.54	
PUBLIC FUND SAVINGS ACCOUNT	XXXXXXXXXXXX8778	27,496.00	
PUBLIC FUND SAVINGS ACCOUNT	XXXXXXXXXXXX2750	38,229.25	
PUBLIC FUND SAVINGS ACCOUNT	XXXXXXXXXXXX2050	930 .17	
PUBLIC FUND SAVINGS ACCOUNT	XXXXXXXXXXXX6750	3,064.49	
TOTAL CURRENT BALANCE		103,039.45	

PUBLIC FUND BUSINESS INTEREST CHECKING ACCOUNT XXXXXXXXXXXX9840

INTEREST THIS STATEMENT	49.89	LAST STATEMENT	10/31/25	68,965.78
INTEREST P2025	835.47	4 CREDITS		1,214.67
MINIMUM BALANCE	33,269.65	21 DEBITS		36,860.91
AVERAGE BALANCE	52,035.00	THIS STATEMENT	11/28/25	33,319.54
TOTAL DAYS IN STATEMENT PERIOD 11/01/25 THROUGH 11/28/25:				28

- - - - - n EPOSITS - - - - -								
REF #	DATE	AMOUNT	REF #	DATE	AMOUNT	REF #	DATE	AMOUNT
	11/04	20.00		11/19	200.00		11/19	944.78
V***		CONTINUED		V**		✓		

Date of Report : 12/1/2025

Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
11/12/2025	22372	Eagle Docks	\$235.00
Total			\$235.00

Fund Name: 100 - General Fund

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check#</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/12/2025	CTC	22371	phone inv 21680399 dated Oct 12	N	GENERAL GOVERNMENT	100-41001-321-	\$ 97.87
	Total For Check	22371					i 97.87
11/12/2025	Eagle Docks	22372	Inv 10890 dated 10/21/2025 - dock removal	N	Fire Repair Services	100-42260-404-	\$ 235.00
	Total For Check	22372					i 235.00
11/12/2025	Lake Country Power	22373	Electricity 9/1-10/1	N	General Government Buildings and Plant	100-41940-381-	\$ 253.09
	Total For Check	22373					i 253.09
11/12/2025	Brianna Lofquist	22374	reimb FD rehab snacks	N	Fire Training	100-42240-108-	\$ 97.44
	Total For Check	22374					i 97.44
11/12/2025	Mike Nystrom	22375	Inv Oct 14 2025	N	GENERAL GOVERNMENT	100-41001-108-	\$ 145.00
	Total For Check	22375					i 145.00
11/12/2025	Portable John	22376	Inv 40857 & 40858 dated 10/13/25	N	General Government Buildings and Plant	100-41940-402-	\$ 205.19
	Total For Check	22376					i 205.19
11/12/2025	Debby Spicer	22377	reimb mileage to bring old and retrieve new PCs from TechBytes	N	Clerk	100-41425-331-	\$ 100.24
	Total For Check	22377					i 100.24
11/12/2025	Tech Bytes	22378	Inv 8954 dated 10/27/2025; Inv 9022 dated 11/4/2025	N	Data Processing	100-41920-325-	\$ 165.50
		22378				100-41920-404-	\$ 2,198.00
	Total For Check	22378					\$ 2,363.50
11/12/2025	Elina Trancheff	22379	refund hall rental	N	Town Hall Rent/Dep Refund	100-44101-418-	\$ 200.00
	Total For Check	22379					i 200.00
11/12/2025	Vermilion Outdoor Services LLC	22380	Inv 1149 for Oct mowing	N	General Government Buildings and Plant	100-41940-403-	\$ 250.00
	Total For Check	22380					i 250.00
11/12/2025	Liz Villnow	22381	town hall deposit refund	N	Town Hall Rent/Dep Refund	100-44101-418-	\$ 200.00

Fund Name: 100 - Geneml Fund

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check#</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		Total For Check	22381				\$ 200.00
11/12/2025	Elan Financial Services	22382	Oct er card charges	N	General Government Buildings and Plant	100-41940-211-	\$ 66.90
		22382			EMS	100-42275-219-	\$ 735.85
		Total For Check	22382				□ 802.75
11/12/2025	Greenwood Corr, munity Rec board	22383	reimb set amount for painting and striping tennis court	N	GENERAL GOVERNMENT	100-41001-440-	\$ 15,000.00
		Total For Check	22383				\$ 15,000.00
11/12/2025	MATIT	22384	Inv 6228 dated 11/1/25 - wk comp	N	GENERAL GOVERNMENT	100-41001-151-	\$ 2,555.00
		Total For Check	22384				\$ 2,555.00
11/12/2025	Viking Automatic Sprinkler Company	22385	(formerly ESC Systems) Annual Monitoring Nov 25-Oct 26	N	General Government Buildings and Plant	100-41940-404-	\$ 678.00
		Total For Check	22385				} 678.00
11/13/2025	ADP data processing	ADP111325	ADP Tax, Wages, Fees	N	GENERAL GOVERNMENT	100-41001-103-	\$ 9,315.12
		ADP111325				100-41001-107-	\$ 115.85
		ADP111325				100-41001-122-	\$ 1,976.49
		Total For Check	ADP111325				\$ 11,407.46
11/19/2025	PERA	PERA111925	PERA Debit EFT for Nov 2025	N	Council/Town Board	100-41110-121-	\$ 118.04
		PERA111925			Clerk	100-41425-121-	\$ 231.66
		Total For Check	PERA111925				} 349.70
11/28/2025	PERA	PERA112825'	PERA Debit EFT for Nov 2025	N	Treasurer	100-41510-121-	\$ 2,088.55
		Total For Check	PERA112825				\$ 2,088.55
Total For Selected Checks							\$ 37,028.79

Fund Name: All Funds

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check#</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/12/2025	CTC	22371	phone inv 21680399 dated Oct 12	N	GENERAL GOVERNMENT	100-41001-321-	\$ 97.87
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11/12/2025	Lake Country Power	22373	Electricity 9/1-10/1	N	General Government Buildings and Plant	100-41940-381-	\$ 253.09
	Total For Check	22373					i 253.09
11/12/2025	Brianna Lofquist	22374	reimb FD rehab snacks	N	Fire Training	100-42240-108-	\$ 97.44
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11/12/2025	Mike Nystrom	22375	Inv Oct 14 2025	N	GENERAL GOVERNMENT	100-41001-108-	\$ 145.00
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	Total For Check	22377					□ 100.24
11/12/2025	Tech Bytes	22378	Inv 8954 dated 10/27/2025; Inv 9022 dated 11/4/2025	N	Data Processing	100-41920-325-	\$ 165.50
		22378				100-41920-404-	\$ 2,198.00
	Total For Check	22378					\$ 2,363.50
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11/12/2025	Vermilion Outdoor Services LLC	22380	Inv 1149 for Oct mowing	N	General Government Buildings and Plant	100-41940-403-	\$ 250.00
	Total For Check	22380					□ 250.00
11/12/2025	Liz Villnow	22381	town hall deposit refund	N	Town Hall Rent/Dep Refund	100-44101-418-	\$ 200.00

Fund Name: All Funds

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check#</u>	<u>Description</u>	<u>Void</u>	<u>Acco1.int Name</u>	<u>F-A-O-P</u>	<u>Total</u>
Total For Check		22381					200.00
11/12/2025	Elan Financial Services	22382	Oct er card charges	N	General Government Buildings and Plant	100-41940-211-	\$ 66.90
		22382			EMS	100-42275-219-	\$ 735.85
Total For Check		22382					802.75
11/12/2025	Greenwood Community Rec board	22383	reimb set amount for painting and striping tennis court	N	GENERAL GOVERNMENT	100-41001-440-	\$ 15,000.00
Total For Check		22383					\$ 15,000.00
11/12/2025	MATIT	22384	Inv 6228 dated 11/1/25 - wk comp	N	GENERAL GOVERNMENT	100-41001-151-	\$ 2,555.00
Total For Check		22384					\$ 2,555.00
11/12/2025	Viking Automatic □,prinkler Company	22385	(formerly ESC Systems) Annual Monitoring Nov 25-Oct 26	N	GenEiral Government Buildings and Plant	100-41940-404-	\$ 678.00
Total For Check		22385					678.00
11/13/2025	ADP data processing	ADP111325	ADP Tax, Wages, Fees	N	GENERAL GOVERNMENT	100-41001-103-	\$ 9,315.12
		ADP111325				100-41001-107-	\$ 115.85
		ADP111325				100-41001-122-	\$ 1,976.49
Total For Check		ADP111325					\$ 11,407.46
11/19/2025	PERA	PERA111925	PERA Debit EFT for Nov 2025	N	Council/Town Board Clerk	100-41110-121-	\$ 118.04
		PERA111925				100-41425-121-	\$ 231.66
Total For Check		PERA111925					349.70
11/28/2025	PERA	PERA112825'	PERA Debit EFT for Nov 2025	N	Treasurer	100-41510-121-	\$ 2,088.55
Total For Check		PERA112825					\$ 2,088.55
Total For Selected Checks							\$ 37,028.79

As on 11/30/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	114,247.52	274,046.01	107,000.00	30,000.00	432,708.99	0.00	67,000.00	25,584.54	0.00	25,584.54
Road and Bridge	27,499.08	1.92	0.00	27,000.00	5.00	0.00	27,000.00	27,496.00	0.00	27,496.00
Jumbo CD 252K	257,566.03	1,420.89	0.00	0.00	0.00	10.00	157,000.00	101,976.92	0.00	101,976.92
Building/ Capitol Equipment Fund	64,741.91	174.48	0.00	35,000.00	0.00	0.00	0.00	99,916.39	0.00	99,916.39
Greenwood Trail Fund	23,579.68	29.21	0.00	5,000.00	0.00	0.00	3,000.00	25,608.89	0.00	25,608.89
Community Rec Board	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00	0.00	7,500.00
Broadband Fund	52,279.11	1,073.39	0.00	50,000.00	0.00	10.00	0.00	103,342.50	0.00	103,342.50
Total:	539,913.33	284,245.90	107,000.00	147,000.00	432,713.99	20.00	254,000.00	391,425.24	0.00	391,425.24

As on 11/30/2025

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	114,247.52	274,046.01	107,000.00	30,000.00	432,708.99	0.00	67,000.00	25,584.54	0.00	25,584.54
Road and Bridge	27,499.08	1.92	0.00	27,000.00	5.00	0.00	27,000.00	27,496.00	0.00	27,496.00
Jumbo CD	257,566.03	1,420.89	0.00	0.00	0.00	10.00	157,000.00	101,976.92	0.00	101,976.92
Building/ Capital Equipment Fund	64,741.91	174.48	0.00	35,000.00	0.00	0.00	0.00	99,916.39	0.00	99,916.39
Greenwood Trail Fund	23,579.68	29.21	0.00	5,000.00	0.00	0.00	3,000.00	25,608.89	0.00	25,608.89
Community Rec Board	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00	0.00	7,500.00
Broadband	52,279.11	1,073.39	0.00	50,000.00	0.00	10.00	0.00	103,342.50	0.00	103,342.50
Total:	539,913.33	284,245.90	107,000.00	147,000.00	432,713.99	20.00	254,000.00	391,425.24	0.00	391,425.24

Fund Name: 100 - General Fund

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt#</u>	<u>Description</u>	<u>Deposit</u> ID	<u>Void</u> Account Name	<u>F-A-P</u>	<u>Total</u>
11/04/2025	Karen Saarela	161859	fire sign	(11/04/2025) -	N Fire Number Sign Sales	100-34110-	\$ 20.00
							\$ 20.00
11/19/2025	Barbara Crow	161860	hall rental - Bev Peterson	(11/19/2025) -	N City/Town Hall Rent	100-34101-	\$ 200.00
							\$ 200.00
11/19/2025	Tammy Mortaloni	161861	PERA - April thru Nov 2025 pay periods	(11/19/2025) -	N Misc Fees & Charges	100-36225-	\$ 944.78
							-
							\$ 944.78
11/28/2025	Frandsen Bank	161862	Nov interest	(11/28/2025) -	N Interest Earning	100-36210-8	\$ 49.89
							\$ 49.89
Total for Selected Receipts							\$ 1,214.67

Date Range: 12/1/2025 To 12/9/2025

<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>
12/09/2025	Cherryroad Media, Inc.	Ref# 293612; Billing date 10/31/2025	22386	\$85.00			
					100-41001-351-	GENERAL GOVERNMENT	\$85.00
12/09/2025	Jerry Sawyer	Mileage forT/S dump 30 mi@.70/mi 11/30/25	22387	\$21.00			
					100-41940-384-	General Government Buildings and Plant	\$21.00
12/09/2025	CTC	phoneinv21705204 dated billed 11/12/2025	22388	\$98.09			
					100-41001-321-	GENERAL GOVERNMENT	\$98.09
12/09/2025	Custom Fire	ROM Bottom Seal, 6" wide white reflective vinyl; invoice# 0024641-IN, 11/21/2025	22389	\$102.78			
					100-42260-221-	Fire Repair Services	\$102.78
12/09/2025	EO Johnson	Inv 1857000 dated 11/11 and Inv 1867452 dated 11/26/2025	22390	\$51.95			
					100-41001-202-	GENERAL GOVERNMENT	\$51.95
12/09/2025	Lake Country Power	Electricity 11/1-12/1, billed 11/11/25	22391	\$378.50			
					100-41940-381-	General Government Buildings and Plant	\$378.50
12/09/2025	Minnesota Telecommunications	internet service, inv 12396, billed 11/1/25	22392	\$72.00			
					100-41001-326-	GENERAL GOVERNMENT	\$72.00
12/09/2025	Minnesota State Fire Department Ass	2026 MSFDA dues	22393	\$130.00			
					100-42220-433-	Fire Fighting	\$130.00
12/09/2025	Tammy Mortaloni	mileage to Post Office, Walmart; office supplies, Certified mail fees for MPLA notices	22394	\$165.70			
					100-41510-331-	Treasurer	\$55.30
					100-41001-201-	GENERAL GOVERNMENT	\$19.20

Date Range: 12/1/2025 To 12/9/2025

<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>
					100-41001-322-	GENERAL GOVERNMENT	\$91.20
12/09/2025	Mike Nystrom	Inv Nov 2025	22395	\$145.00			
					100-41001-108-	GENERAL GOVERNMENT	\$145.00
12/09/2025	Portable John	Inv 41554 & 40858 dated 11/10/25	22396	\$136.50			
					100-41940-402-	General Government Buildings and Plant	\$136.50
12/09/2025	RMB Enviromental Labs	Test Water 2025 Inv H021157, 11/13/2025	22397	\$36.58			
					100-41940-227-	General Government Buildings and Plant	\$36.58
12/09/2025	Debby Spicer	reimburse mileage for RMB water test, walmart 11/6/25	22398	\$46.20			
					100-41425-331-	Clerk	\$46.20
12/09/2025	Superior Fuel	Propane inv 3039567, 11/20/25	22399	\$818.79			
					100-41001-383-	GENERAL GOVERNMENT	\$818.79
12/09/2025	Timberjay Inc.	Inv 138032 dated 10/31/2025 for snowplow ads	22400	\$203.49			
					100-41001-351-	GENERAL GOVERNMENT	\$203.49
12/09/2025	Minnesota Public Safety Group	monthly EMS 9/10/25 and EMS/FIRE training 10/15, 10/22, inv# 25-101 inv# 25-108	22401	\$1,600.00			
					100-42275-310- 100-42240-310-	EMS Fire Training	\$1,000.00 \$600.00
12/09/2025	City of Tower	2025 Ambulance Vehicle Aid	22402	\$26,025.00			
					100-41001-490-	GENERAL GOVERNMENT	\$26,025.00
12/09/2025	Dean Dowden	EMR/EMT Refresher 11/30	22403	\$197.00			
					100-42275-310-	EMS	\$197.00

Date Range: 12/1/2025 To 12/9/2025

<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>
12/09/2025	Elan Financial Services	Nov 2025 cc card charges	22404	\$684.05			
					100-41940-203-	General Government Buildings and Plant	\$99.94
					100-42275-219-	EMS	\$55.84
					100-41940-201-	General Government Buildings and Plant	\$11.69
					100-42275-241-	EMS	\$516.58
Total For Selected Claims				\$30,997.63			\$30,997.63

Craig Gilbert	Town Supervisor	Date
John J Bassing	Town Supervisor	Date
Lois Roskoski	Chair, Town Supervisor	Date
Paul R Skubic	Vice Chair, Town Supervisor	Date
Steve Bradach	Town Supervisor	Date

Company: YUI - TOWN OF GREENWOOD
 Week#: 50
 Qtr/Year: 4/2025

Employee Summary

Service Center: 0069 Central Plains

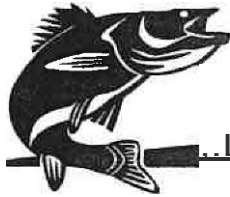
Pay Date: 12/15/2025

Run Time/Date: 12/03/2025 05:28:20 PM EST

Status: Under Review

P/E Date: 12/01/2025

File #	Name	Position	Rate	Hours	Reg	Overtime	Gross Pay	YTD Gross Pay
000136	Skubic, Paul	SUPERV	0.00				383.02	
000137	Spicer, Debby	CLERK1	0.00				2,316.59	
000170	Villebrun, Makenna B	FF/EMR	14.25				0.00	
000180	Roskoski, Lois M	SUPERV	0.00				414.44	
000190	Sassing, John J	SUPERV	0.00				383.02	
000195	Gilbert, Craig	SUPERV	0.00				383.02	
000201	Trancheff, Brian	FDCHF1	69.75				2,162.25	
000210	Dowden, Dean C	FF/EMR	23.75				0.00	
000510	Sawyer, Jerry R	JANTR1	5.75				172.50	
000512	Bradach, Steven W	SUPERV	0.00				383.02	
000513	Mortaloni, Tammy	TREAS1	30.50				1,372.50	
000514	Milbridge, Eric	FRECAP	16.75				452.25	
000515	Lofquist, Brianna C	FRADMN	29.25				789.75	
000516	Dowden, Tammie J	EMSCAP	54.50				1,471.50	
			244.50				10,683.86	



VERMILION

LAKE ASSOCIATION

November 5, 2025

TOWNSHIP OF GREENWOOD
3000 COUNTY ROAD 77
TOWER MN 55790

Dear Township of Greenwood,

This is the time of year when we ask our members to renew their membership for the next year. Since you're receiving a complimentary subscription to our quarterly newsletter, *The Vermilion*, no dues are necessary.

If you would like to continue your complimentary subscription, please detach the bottom portion of this letter and return it in the enclosed envelope. Please note any corrections to your contact information. You may also reach out to Lisa Tamte at ltamte@gmail.com or 612-475-3064.

If we don't receive your confirmation by December 31, 2025, we will assume you no longer wish to continue your complimentary subscription and will remove you from our records.

If you have any questions about our organization, please call me at (612) 247-3751 or send me an email at president1@vermilionlakeassociation.org. You can also visit our website www.VermilionLakeAssociation.org.

Sincerely,

;fm;PU

Lori Ptak, President

PS: Please include your email address and phone number below. Having them makes it possible for us to create a convenient electronic renewal process and to reach you concerning address changes, volunteer opportunities, and key issues affecting our lake.

Please separate this bottom section and return it to: Vermilion Lake Association • PO Box 236 • Cook MN 55723

2026 Vermilion Lake Association Renewal

[DJ] Please make any changes to your name(s) and address:

TOWNSHIP OF GREENWOOD
3000 COUNTY ROAD 77
TOWER MN 55790

[TI] Please add or change phone & email address:

218-753-2231

clerk@greentownship.com

[I] Please select 2026 membership category:

-B \$20.00 Household B \$50.00 B1::Js./Res

☐ Please consider a tax-deductible gift to the Vermilion Lake Association, a 501(c)(3) nonprofit organization.

☐ I've included a donation with my dues: \$ _____

☐ This donation is in memory of: _____

[I] Please consider becoming a volunteer.

☐ Please contact me to discuss volunteer opportunities.

☐ I'm especially interested in _____

☐ No project preference. I just want to help.

St. Louis County Association of Township Officers Membership

The mission of this Association shall be to organize the officers of St. Louis County Townships into a county education association.

1. To provide a forum for disseminating information and ideas pertaining to the duties and responsibilities of township officers
2. To act as a liaison between township officers and persons association with other levels of government.
3. To promote the image that the government which governs best is the government which is closest to the people.

St. Louis County Association of Township Officers (SLCATO) is a forum used for networking, collaboration, education and exchanging resolutions. Townships discuss topics and concerns at monthly meetings held in September, October, December, January, February, March, April and May. Members can attend these meeting in person at the Cotton Community Center or virtually through *GoTo Meeting*.

State representatives, County Commissioners, St. Louis County Auditor, and the District 10 Minnesota Association of Townships (MAT) Director are invited to speak and provide updates. In addition, a different speaker is selected by SLCATO District Directors each month. Speakers and topics include but are not limited to the St. Louis County Auditor's Office (elections, levy), Assessor's Office (property taxes, Board of Appeal and Equalization), Environmental Services (waste, recycle, canister sites), and Public Works (road maintenance).

The association elects members to serve on the Community Development Block Grant Board (CDBG), ARDS, and the Duluth/Superior Metropolitan Interstate Council.

Expenses include rent for monthly meetings and an annual subscription for *GoTo Meeting*, printing costs for meeting packets, secretary/treasurer compensation, office supplies, meeting snacks, SLCATO Annual Meeting prizes including seven MAT Annual Meeting registrations. Delegates attending L&R Committee meetings are paid \$100/day to attend this function, as well as receiving mileage, meal reimbursement, hotel accommodations and event registration. SLCATO provides a bus for transportation to and from the MAT Annual Conference and Township Days at the Capitol.

ST. LOUIS COUNTY ASSOCIATION OF TOWNSHIPS
NEXT MEETING: SEPT. 24, 2025 6:30 PM COTTON COMMUNITY CENTER
2025 ANNUAL MEETING OF MAY 28, 2025

Call Meeting to Order: President Jim Aird called the meeting to order at 6pm; Cotton Community Center, with 65 Township Officers and guests in attendance. The Pledge of Allegiance was recited by all in attendance.

Speakers - Guests Senator Farnsworth, Rep. Natalie Zelesnikar, Rep. Roger Skraba, and Rep. Cal Warwas. Thank you from SLCAT for being in attendance and sharing the latest from the MN legislative branch including Paid Family Leave, bonding bill, recent fires and forest management, Omnibus Health Finance Bill, Human Resources, Tax bill, and Transportation bill. Omnibus bills passed so far include Veteran's and Agricultural.

St. Louis County Sheriff Gordon Ramsay and his undersheriff were scheduled to speak but were unable to attend due to scheduling conflicts. Commissioner Paul McDonald - He highly recommends townships reach out to their commissioners to host a meeting of the Greater St. Louis County Board. Many road projects will be completed this summer using sales tax funds. He thanked all township officials for all their hard work.

Recess: A break was taken to have dinner and the meeting was resumed after.

Minutes: The May 22, 2024 Annual Meeting Minutes were emailed to all township clerks and interested persons. A motion was made by Kevin Cornick and seconded by Sandi Nelson to approve the minutes as printed. Motion approved.

Treasurer's Report: The following cash flow statement for Fiscal Year 2024 was read by Secretary/Treasurer Megan Julin:

Beginning Balance 1/01/2024	\$24,199.48
Deposits (1)	<u>+\$ 117.52</u>
CASH ON HAND	\$24,317.00
Expenses #2062, 2063, 2065-2105, & ACH	<u>\$(16,521.01)</u>
Ending Balance 01/08/2025	\$ 7,795.99

The ledgers were audited by Ron Gajewski, Scott Welsh, and Tammy McGregor on April 23, 2025. The books and bank statements were found to be in good order. A motion was made by Gene Kacer and seconded by Bob Hirsch to approve the audit as performed. Motion carried.

Resolutions - None

Old Business: Election of Officers - April 2025 Slate of Officers: President Jim Aird; Vice-President Jim Fisher, Secretary/Treasurer Megan Julin; Dist. 4 Philip Lobb; Dist. 5 Scott Welsh; Dist. 6 Rory Kick; Dist. 7 Megan Deslongchamps; North at Large Director Jim Hofsommer; and South at Large Director Cindy Moe. A motion was made by Earl Grano and seconded by Rory Kirk to close nominations and cast a white ballot for the above listed SLCAT District and at Large Directors. Motion carried.

Review By-Laws - The SLCAT By-laws were reviewed with no changes.

New Business:

Set a Fee Schedule: Currently Dues are \$0.00 base per township and 0.00 cents per capita. Effective Date 1/1/2024. Proposing \$150.00 base per township and \$0.10 per capita, Effective Date 1/1/2026. A motion was made by Sandi Nelson and seconded by Jim Hofsommer to set SLCAT dues at \$150.00 base per township and \$0.10 per capita, effective date 1/1/2026. Motion carried.

Monthly meetings: currently set for Sept.; Oct; Dec. (1st Wed); Jan; Feb; Mar; Apr; May (annual meeting) Approved for the 4th Wed of the month or as noted.

MAT Annual Meeting Registration Prizes: A motion was made by Cindy Moe and seconded by Beth Caple to provide five MAT Annual Meeting Registrations as prizes at tonight's meeting. Motion carried. A motion was made by Cathy Hively and seconded by Kevin Cornick to provide an additional two MAT Annual Meeting Registrations as prizes at tonight's meeting. Motion carried.

Annual Fee

Appoint a CDBG Committee Opening - 1 At Large for St. Louis County with 3 or 4 meetings in a year. A motion was made by Bob Hirsch and seconded by Jim Hofsommer to support Don Carlson for the appointed opening. Motion carried. Contact will be with Phil Chapman at the county auditor's office.

Next Annual Meeting_- the 2025 SLCAT Annual Meeting will be May 27, 2026 5:30pm at the Cotton Community Center.

Prizes: 7 registrations of MAT ANNUAL 2025 STATE CONFERENCE were announced. The winners were Earl Grano, Megan Lavell, Tammy McGregor, Sue Hutchinson, Sandi Nelson, Debbie Slygh and Scott Welsh. Please contact Megan who will be attending and if there are any changes of township officials. Other prizes were distributed by SLCAT officers.

Adjourn: no further business. A motion was made, seconded and carried to adjourn. Mtg. adjourned at 7:45pm.

Respectfully submitted: Megan Julin, Sec/Treasurer

Thank you for your interest in township government. Keep up the good work. Megan J.

GREENWOOD TOWNSHIP BUDGET WORKSHEET

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as of Sep30

EXPENDITURES		2024Actual	2025YTD	2025 Budget	2026 Budget
Wages		\$ 112,349.75	\$ 96,637.58	\$ 114,000.00	\$ 115,000.00
Payroll Taxes		\$ 22,068.08	\$ 19,819.97	\$ 22,000.00	\$ 26,427.00
ADP Payroll Fees		\$ 2,210.20	\$ 1,824.70	\$ 2,200.00	\$ 2,433.00
PERA		\$ 1,748.50	\$ 8,137.65	\$ 3,000.00	\$ 3,000.00
Meeting Videotaping		\$ 870.00	\$ 1,595.00	\$ 1,800.00	\$ 1,800.00
Work Comp Insurance		\$ 4,514.00	\$ -	\$ 3,500.00	\$ 3,000.00
MN Unempl Benefits			\$ 247.04	\$ -	\$ -
Office Supplies		\$ 645.09	\$ 687.47	\$ 3,000.00	\$ 3,000.00
Copier Expenses		\$ 338.79	\$ 624.62	\$ 350.00	\$ 350.00
Printed Forms and Paper		\$ 332.35	\$ -	\$ 300.00	\$ 300.00
Office: Repair/Maint Equip Parts		\$ 6.99	\$ 34.65	\$ 500.00	\$ 500.00
Sign Materials		\$ 908.73	\$ 146.10		\$ 500.00
Prof Serv: Accounting/Audit		\$ 596.00	\$ -	\$ 500.00	\$ 500.00
Prof Serv: Architects/Engineering		\$ 660.00	\$ -	\$ -	\$ -
Prof Serv: Legal Fees		\$ 9,980.00	\$ 46,887.46	\$ 12,000.00	\$ 15,000.00
Prof Serv: Training Board		\$ 75.00	\$ 233.39	\$ 300.00	\$ 300.00
Prof Serv: Training Clerk		\$ 185.00	\$ -		\$ 200.00
Prof Serv: Training Treasurer		\$ -	\$ -		\$ 200.00
St Louis Cty Tax Notice		\$ 608.67	\$ 603.24	\$ 650.00	\$ 650.00
St Louis Cty Prop Tax/Waste Fee		\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
Telephone		\$ 2,497.67	\$ 978.90	\$ 1,000.00	\$ 1,350.00
Postage		\$ 302.26	\$ 1,111.80	\$ 200.00	\$ 500.00
Email host/domain/website		\$ 3,381.04	\$ 3,187.28	\$ 3,500.00	\$ 4,000.00
Internet		\$ 622.00	\$ 696.00	\$ 650.00	\$ 800.00
Travel Expense - Board		\$ 280.06	\$ 234.57	\$ 1,200.00	\$ 500.00
Travel Expense - Clerk		\$ 684.21	\$ 232.08		\$ 300.00
Travel Expense - Treasurer		\$ 200.40	\$ 347.91		\$ 200.00
License Tabs		\$ 20.25	\$ 52.60	\$ 25.00	\$ 75.00
Newspaper Publications		\$ 1,077.78	\$ 2,712.68	\$ 1,200.00	\$ 2,000.00
Gen Liability Insurance		\$ 31,246.68	\$ 29,049.15	\$ 33,000.00	\$ 33,000.00
Misc: Dues/Subscriptions		\$ 679.20	\$ 2,211.31	\$ 750.00	\$ 1,500.00
Donations-Civic Organizations		\$ 700.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00

1

Cap Outlay-Improvements		\$ 106,800.00	\$ 71,643.26	\$ 75,370.00	
Refunds/Reimbursements (hall rental)		\$ 2,900.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
Elections: Repair & Maint			\$ 273.26	\$ -	\$ -
Elections: Mileage		\$ 675.08	\$ 39.20	\$ 500.00	\$ 200.00
Elections: Misc		\$ 432.01	\$ 80.05	\$ 300.00	\$ 200.00
Elections: Ballots & Software		\$ 885.67	\$ 996.87	\$ 500.00	\$ 1,000.00
Elections: Postage		\$ 103.58	\$ 224.60		\$ 300.00
Bldgs: Cleaning Supplies		\$ 145.03	\$ 43.41		\$ 100.00
Bldgs: Electric Utilities		\$ 5,908.46	\$ 4,593.95	\$ 6,000.00	\$ 6,500.00
Bldgs: Gas Utilities		\$ 4,284.13	\$ 5,317.09	\$ 6,050.00	\$ 7,000.00
Bldgs: Refuse Disposal			\$ 133.80		\$ 200.00
Bldgs: Other/Mowing & Tree Svc		\$ 2,612.13	\$ 7,600.00		\$ 8,000.00
Bldgs: Portable John		\$ 2,189.85	\$ 1,938.10	\$ 2,200.00	\$ 2,500.00
Bldgs: Snowplow/Town Hall		\$ 4,450.00	\$ 4,400.00	\$ 5,000.00	\$ 5,500.00
Bldgs: Snowplow/Birch Point		\$ 3,418.00	\$ 6,700.00	\$ 7,000.00	\$ 7,500.00
Bldg Repair: Buildings		\$ 2,902.41	\$ 5,666.86	\$ 3,000.00	\$ 5,000.00
Bldg Repair: Machinery and Equip		\$ 1,932.73	\$ 775.00		\$ 1,000.00
Bldg Repair: Supplies/Equip Parts		\$ 254.58	\$ 588.16	\$ 100.00	\$ 600.00
Bldg Repair: Water Testing		\$ 553.86	\$ 70.00	\$ 600.00	\$ 600.00
Fire-Background Checks		\$ 30.00	\$ 15.00		\$ 200.00
Fire-Ins/Wk Comp		\$ 60.00	\$ 130.00		\$ 300.00
Fire-Office/Cleaning Supplies			\$ 302.67		\$ 1,000.00
Fire-Motor Fuels		\$ 2,329.35	\$ 1,464.40	\$ 1,500.00	\$ 2,500.00
Fire-Oxygen Bottle Refills/Rental			\$ 640.10		\$ 750.00
Fire-Repair/Maint Sign Repair Mat		\$ 163.00	\$ -	\$ 1,000.00	\$ -
Fire-Repair/Maint Equip Parts		\$ 406.21	\$ 4.99	\$ 5,000.00	\$ 5,000.00
Fire-Small Tools/Equip		\$ 2,813.71	\$ 293.52	\$ 2,500.00	\$ 1,000.00
Fire-Clothing/Equipment		\$ 3,973.38	\$ 7,501.12	\$ 2,000.00	\$ 27,000.00
Fire-Cell Phone Reimbursement		\$ 400.00	\$ 332.14	\$ 600.00	\$ 600.00
Fire-Travel Expense		\$ 159.90	\$ 64.25	\$ 300.00	\$ 300.00
Fire-Publishing			\$ 80.25		\$ 100.00
Fire: Bldg Rent		\$ 5,000.25	\$ 2,200.00	\$ 5,000.00	\$ 5,000.00
Fire-Dues/Subscriptions		\$ 1,245.00	\$ 884.00	\$ 1,500.00	\$ 1,500.00
Fire Train: Meeting Expenses		\$ 677.06	\$ 173.43	\$ 500.00	\$ 500.00
Fire Train: Training & Certification		\$ 3,137.00	\$ 1,543.50	\$ 2,000.00	\$ 7,000.00
Fire Train: Travel Expense		\$ 134.00	\$ 1,526.46		\$ 1,500.00

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Fire Repair: Equipment Parts		\$ 2,763.95	\$ 4,629.52	\$ 5,000.00	\$ 5,000.00	
Fire Repair: Postage/Freight		\$ 80.60	\$ 740.14	\$ 80.00	\$ 1,200.00	
Fire Repair: Machinery & Equipment		\$ 6,377.57	\$ 8,877.49	\$ 4,000.00	\$ 15,000.00	5
Fire-Capital Outlay/Watercraft		\$ 4,698.80	\$ -		\$ 278,615.00	6
Fire-Prof Svcs: Medical and Dental Fees		\$ 195.00	\$ 1,377.99	\$ 1,000.00	\$ 1,200.00	
EMS-Prof Svcs: Medical and Dental Fees			\$ 500.00		\$ 500.00	7
EMS Dues & Subs		\$ 87.50	\$ 75.00		\$ 75.00	
EMS Meeting Exps		\$ 154.48	\$ -		\$ 400.00	
EMS Pension (2024-see wages)				\$ 15,000.00	\$ 20,000.00	8
EMS Supplies		\$ 4,380.95	\$ 9,815.12	\$ 10,000.00	\$ 5,000.00	9
EMS Clothing					\$ 2,500.00	
EMS Training/Travel Exp		\$ 750.00	\$ 5,368.34	\$ 4,800.00	\$ 7,900.00	10
EMS-Capital Outlay			\$ -		\$ 5,300.00	11
Ambulance Donation: Tower		\$ 26,025.00	\$ -	\$ 26,025.00	\$ 26,025.00	
Transfer to Road Fund		\$ 34,497.25	\$ -		\$ -	
Transfer to Walking Trail		\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
Transfer to Broadband Fund		\$ -	\$ -		\$ 5,000.00	
Comm Affairs/Recreation (pickleball)		\$ 27,999.00	\$ 654.04	\$ 3,000.00	\$ 15,000.00	12
TOTAL DISBURSEMENTS		\$ 471,225.18	\$ 383,620.23	\$ 409,500.00	\$ 713,000.00	

**Note: \$106,800 was not included in
budget. Coming out of reserves.**

as of Sep 30

REVENUE	2024Actual	2025YTD	2025 Budget	2026 Budget
Fed Payment in Lieu Taxes	\$ 6,891.79	\$ 7,201.96	\$ 10,000.00	\$ 7,000.00
DNR MN PILT	\$ 3,509.40	\$ 3,846.73		\$ 3,500.00
DNR Forestry	\$ 800.00			\$ -
Fire Dept Grants/Donations	\$ 20,813.03		\$ 15,000.00	\$ 15,000.00
American Rescue Plan-COVID 19	\$ 3,000.00			\$ -
Taconite Production Tax	\$ 55,265.00	\$ 56,327.00	\$ 50,000.00	\$ 50,000.00
Town Aid-MN Dept of Rev	\$ 18,613.50	\$ 8,991.93	\$ 15,000.00	\$ 15,000.00
Property Tax/Levy	\$ 150,343.52	\$ 173,866.81	\$ 300,000.00	\$ 600,000.00
Town Road Aid-Birch Point Rd Ext	\$ 4,657.01	\$ 5,341.56	\$ 4,500.00	\$ 4,500.00
St Louis County Beer Lie Apport	\$ 57.50	\$ 57.50		
Town Hall Rent (*all gets returned)	\$ 2,820.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
Fire Number Sign Sales	\$ 1,145.00	\$ 715.00		\$ 500.00
St Louis County Fire Protection	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 13,000.00
Interest Earnings	\$ 1,798.24	\$ 1,830.35	\$ 1,000.00	\$ 1,500.00
Misc Fees/Charges	\$ 32.00	\$ 11.75		\$ -
Cont/Donations: Private Sources	\$ 565.00			\$ -
Refund of Expenses	\$ 116.04			\$ -
ADP-Uncashed Checks (get reissued)	\$ 1,878.91	\$ 706.36		\$ -
Pickleball Board		\$ 7,500.00		\$ -
SUBTOTAL RECEIPTS	\$ 283,305.94	\$ 279,396.95	\$ 409,500.00	\$ 713,000.00
Transfer from CDs/Funds	\$ 137,179.26	\$ 15,000.00		
TOTAL RECEIPTS	\$ 420,485.20	\$ 294,396.95	\$ 409,500.00	\$ 713,000.00
Interest to 201 Road Fund	\$ 1.83	\$ 1.92		
Interest to 223 Jumbo	\$ 12,534.92	\$ 1,420.89		
Interest to 224 Broadband	\$ 4,015.37	\$ 1,073.39		
Interest to 228 Bldg Cap Eq	\$ 4,962.58	\$ 174.48		
Interest to 230 Trail	\$ 1,089.19	\$ 29.21		
Receipts to 201 Road Fund	\$ 34,497.25			
Receipts to 224 Broadband		\$ 50,000.00		
Receipts to 230 Trail	\$ 2,000.00			
TOTAL RECEIPTS TO CDS/FUNDS	\$ 59,101.14	\$ 52,699.89	\$ -	\$ -
PROFIT/LOSS	\$ 8,361.16	\$ (36,523.39)	\$ -	\$ -

1 \$ 539,913.331 \$ 4s1,1s1.s4

Item	Detail
IPERA	\$4990.35 in 2025YTD was due from 2022-204 unpaid PERA dues
; Bldg/Capital Outlay-Improvements	assume \$50k for trail/\$50k for bldg- use funds from svgs accts
: Fire-Clothing/Equipment	per Fire Chief-need 9 full sets of gear@ \$6,000 per set 3 expire 2025; 3 expire 2026; 3 for new cert'd employees assuming 50% cash/50% grants
: Fire Train: Training & Cert	per Fire Chief- \$500/mo for fire training, with \$1k for extra
: Fire Repair: Machinery & Equip	Equipment Repairs Annually:
	Engine 1 \$ 1,900.00 Snowmobile 1 \$ 350.00
	Tender2 \$ 1,500.00 Snowmobile 2 \$ 350.00
	Tender3 \$ 1,700.00 Darley Pump \$ 350.00
	Rescue 5 \$ 1,600.00 Watras Pump \$ 350.00
	Boat 1 \$ 2,000.00 SCBA Compr \$ 450.00
	Boat2 \$ 2,000.00 SCBAs \$ 800.00
	Fire Exts \$ 775.00
: Fire-Capital Outlay/Watercraft	for any major repairs or purchases; per increased levy
; EMS-Prof Svcs: Med & Dental Fees	medical director
: EMS Pension	separating wages/taxes, etc per State requ; this \$20k not included in wages above
: EMS Supplies	re-stocked all expired supplies in 2025; 2026 budget is only for replacing supplies that will be used in 2026
I EMS Training/Travel	\$500 per month for EMS training, plus EMS re-certs semi-annually
I EMS-Capital Outlay	laptop-\$1k; online reporting system-\$2.5k; AED-\$1.Sk
I Comm Affairs/Recreation	rec'd \$7,500 in 2025 for 2026 half; Greenwood pays \$7,500 for future years - per Board action

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 condusions.

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

L _____

Major Weaknesses

L _____

4. _____

Recommendations to improve performance and/or potential:

Goals to achieve during next _____(time period):

1. _____

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 _____

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Eggy Nelson

clerk@greentownshipmn.com

From: treasurer@greentownshipmn.com
Sent: Wednesday, November 26, 2025 10:52 AM
To: Lois Roskoski; Paul Skubic; Craig Gilberg; Steve Bradach; John Bassing
Cc: Greenwood Township Clerk
Subject: Leaving Treasurer Position as of Dec 14

As some of you may have seen, I was offered the Clerk Treasurer position for the City of Tower. It was apparently posted online before I even knew about it! I was offered the position last night, and officially accepted this morning, with a start date of December 15, 2025.

With that in mind, I am letting all of you know in writing that I am tendering my resignation, to be effective as of Sunday, December 14. This gives us just over 2 weeks to get things done.

My plan is to finish the narrative for the Public Works grant this month so that the IRRRB can begin its review of the full application. I will be in the office next week as usual to complete month end, do the claims and payroll for December, and prepare the reports for the public packet. I will also be available the following week for the Board Meeting, and to finish up anything else that I can.

If you want me to help wrap up year end with a bow, I'll be needing additional hours the week of the Board meeting (Wed-Fri). This would be for recording the final payroll splits into the ledger (we must separate Clerk wages, Tr wages, Board wages, etc - per the State Auditor). I have most of them tracked for this year, just need to balance to actual, and add Nov & Dec to my schedule, then enter those splits into CTAS. I'll need to double check 1099 vendors, and W-2 recipients for any issues before those go out. I would also need to work with the Clerk to make sure our ledgers match, in preparation for year end, and the upcoming Board of Audit. There are also 5 quarters of untiled reports that need to be done dating back to fall of 2024 - to be done before Jan 1. There may be some other odds and ends I'm not covering, but you get the idea! No guess as to how many hours this will take at this time; I'll have a better handle on it after I spend a few days in the office next week. Otherwise, I will just get as much done as I can before I move on.

Karen Saarela is the current Deputy Treasurer, and is willing to be the interim while you are looking for a replacement, but is NOT willing to be the new Treasurer. Please let me know if you would like her trained to be interim Treasurer. I would have her shadow me next week while I do month end, etc, plus the following week as needed.

I have enjoyed being Greenwood's Treasurer, and look forward to assisting Tower with their duties in the future. Should you have any questions or concerns either prior to or after my departure from Greenwood, I am always available via text, phone, or email. Thank you.

*Tammy Mortaloni, Treasurer
Greenwood Township
3000 County Road 77
Tower, MN 55790
office: 218-753-2231
cell: 218-750-1375*

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.



LAKE VEI2M1LIOrJ'5 ++AI<i30f2 CITY

City of Tower

PO 'Box 576

'Tower :Minnesota 55790

In account with:

Greenwood Township
3000 Co Rd 77
Tower, MN 55790

INVOICE



11/25/2025

Description

QUANTITY

PRICE

TOTAL

2025 Ambulance Vehicle Aid
Rate is \$25 per year round resident

1,041

\$ 25.00

\$ 26,025.00
\$

Total

\$ 26,025.00

Call Origin		Run Destination		Assisting Agencies	
Tower	115	Ely Hospital	35	Breitung PD	96
Breitung	48	Essentia Virginia	141	Tower/BreitungFD	40
Greenwood	54	Cook Hospital	70	Fortune Bay FR	48
Fortune Bay	52	Northern Pines	5	Greenwood	146
Bois Forte Reservation	86	UMCM Hibbing	0	Eagles Nest	26
Embarrass	11	St. Marys	0	Ely Ambulance	2
Vermillion Lake	47	Miller Dwan	0	Embarrass	13
Kugler	5	St. Lukes	0	Pike Sandy/ Britt	3
Eagles Nest	21	Metro	0	Nett Lake/ BIA	66
Other/Mutual Aid	1	Intercept	49	Sheriffs Department	98
		Air Medical	1	Vermillion Lake	41
		Assist/Lift/Community	51	Virginia Fire Dept	74
		Air Med/ALS	10	Air Medical	15
		Tower	4	Other Agencies	46
		No Transport	79		
		Other	1		

Runs By Month		EMT Response		EMR Response	
January	46	Freshour, S	425	Burgess, S	15
February	40	Garrison, B	0	Dicassmiro, R	0
March	33	Kreuger, A	8	Gawboy, S	194
April	33	Nelson, P	0	Havisto, O	5
May	56	Picard, A	5	Hinkel, J	13
June	37	Schmidt, J	11	Hinkel, P	2
July	50	Schmidt, S	4	Joki-Martin, T	10
August	47	Suihkonen, D	110	McDonough, J	11
September	42	Suihkonen-Gross, G	11	Peterson, S	9
October	27	Tuchel, M	51	Schultz, A	0
November	34			Schultz, K	0
December	N/A			Strong, K	0
				Villebrun, M	171

Type Of Call		Response% Per Group		Time Of Call	
Sickness	74	Breitung PD	58.80%	0000 Hours	10
Injury/Fall	102	Tower/BreitungFD	24.50%	0100 Hours	13
Diabetic	7	Fortune Bay FR	92.30% V	0200 Hours	2
Allergic/Enviromental	8	Greenwood FR	76% V	0300 Hours	8
Pain/Bleeding	41	Eagles Nest FR	100%	0400 Hours	9
Respiratory	23	Ely Ambulance	0.40%	0500 Hours	7
Chest Pain/Cardiac	36	Embarrass	100%	0600 Hours	7
Stroke	19	Pike Sandy/Britt	0.60%	0700 Hours	15
STEMI	1	Nett Lake/BIA	47.80%	0800 Hours	12
Alcohol/Drugs/Poison	16	Sheriffs Department	28.80%	0900 Hours	24
Behavioral/Psych	30	Vermillion Lake	87.20%	1000 Hours	25
MVAccident	22	Virginia Fire Dept	16.60%	1100 Hours	36
Snowmobile	1	Air Medical	3.30%	1200 Hours	19
Water Accident	0			1300 Hours	25
Other	38			1400 Hours	17
Transfer	4			1500 Hours	27
ALS Transfer	0			1600 Hours	29
Fire	10			1700 Hours	23
Standby	7			1800 Hours	22
				1900 Hours	23
				2000Hours	34
				2100 Hours	20
				2200 Hours	22
				2300 Hours	16

ALS % Per Area		ALS Intercepts Per AO		ALS Per Month	
Tower	11.30%	Tower	13	January	6
Breitung	16.60%	Breitung	8	February	7
Greenwood	22.20% <i>V</i>	Greenwood	1211"	March	9
Fortune Bay	9.60%	Fortune Bay	5	April	5
Bois Forte Reservation	9.30%	Bois Forte Reservation	8	May	11
Embarrass	63.60%	Embarrass	5	June	6
Vermillion Lake	12.70%	Vermillion Lake	6	July	6
Kugler	20%	Kugler	1	August	2
Eagles Nest	14.20%	Eagles Nest	3	September	4
Other/Mutual Aid	0.00%	Other/Mutual Aid	0	October	2
				November	3
				December	N/A

Flights Per AO		Flights Per Month		Current Mileage	
Tower	3	January	0	Tower Unit 1	16,593 miles
Breitung	3	February	2	TowerUnit2	103,588 miles
Greenwood	5,...	March	1		<i>iov1</i>
Fortune Bay	0	April	0		<i>-Z0'1</i>
Bois Forte Reservation	1	May	3		
Embarrass	0	June	2		
Vermillion	1	July	2		
Kugler	0	August	1		
Eagles Nest	0	September	1		
Other	0	October	0		
		November	1		
		December	N/A		

Greenwood Town Hall:

In order to better serve your community members, the Arrowhead Library System Bookmobile will be slightly adjusting the time frame we are at your location. Starting January 1, 2026, we will be visiting your location from **12:45pm to 1:30pm** every third Wednesday starting January 7, 2026. We will be sending you a poster in the mail to hang up with the changed times, along with 2026 Bookmobile schedules to share with your community soon.

We truly appreciate your support and thank you for being a vital part in reaching the community through our mobile library. If you have any questions, comments, or concerns, please feel free to reach out anytime.

Best,



A handwritten signature in black ink that reads 'Mollie M. Stanford'.

Mollie M. Stanford
Executive Director
mollie.stanford@alslib.info

A handwritten signature in black ink that reads 'Marylei Barclay'.

Marylei Barclay
Bookmobile Coordinator
bookmobile@alslib.info

A small, handwritten mark or signature in black ink, possibly a checkmark or a stylized letter.