

Greenwood Township Supervisors Board Meeting Minutes

DATE: February 17, 2026 - 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 Bradach/ Supervisor Bassing / Treasurer Clark / Clerk Spicer-present. Supervisor Gilbert was absent.

PUBLIC COMMENTS (Limited to 3 minutes)

Paul Thompson asked to make sure the Annual Meeting is on the Greenwood web calendar and the Absentee Ballot Application link was not working. Clerk stated that the link had been fixed and would check the web calendar.

Paul also stated he would like to place a request to move the annual March Election to November, to be in align with other elections for a better turnout.

ADDITIONS/CHANGES TO AGENDA

Motion by Bassing/Skubic- to accept Agenda. **Vote 4/0 carry**

Motion Skubic/Bradach to approve minutes from regular meeting held January 13, 2026.

Vote 4/0 carry

Motion Skubic/Bassing to approve minutes from special meeting held January 27, 2026.

Vote 4/0 carry

Motion Bradach/Skubic to approve minutes from special meeting held February 11, 2026.

Vote 4/0 carry

FINANCIAL REPORTS

1. **Motion** by Bassing/Bradach to approve Treasurer's Report. **Vote 4/0 carry**
2. **Motion** by Bradach/Skubic to approve Claims with additional check be made to Zeigler for balance of corrected invoice and to put a hold on Column (Tower News) invoice until correct amount billed is corrected. **Vote 4/0 carry**
3. **Motion** by Skubic/Bassing to approve Payroll. **Vote 4/0 carry**
4. Certificates of Deposit:
 - a. Broadband CD due 1/21/26.
 - b. Building/Capital CD due 1/21/26.
 - c. Trail CD due 1/21/26.

Those 3 CD's have been cashed.

d. Jumbo CD due 2/6/26.

Motion by Bradach/Skubic to put Broadband, Building Capital and Jumbo funds each into Frandsen Bank CDs for 5 months at 3.7 percent. **Vote 4/0 carry**

Motion by Bradach/Bassing transfer \$21,369.51 from checking to Trail Fund savings.

Vote 4/0 carry

Other funds are to be left in savings.

OLD BUSINESS

NEW BUSINESS

1. Spring Medic Program – Presentation by Virginia Fire Department. – postponed and will be presented at Annual meeting.
2. Township Election – March 10, 2026:
 - a. Dates for absentee voting-February 6 – March 9, 2026. Absentee voting in person is available at Town Hall, 9 am-1pm, Tuesday, Wednesday and Thursday. Hall will be open on Saturday, March 7 from 10 AM-Noon. Absentee voting by mail is also available. Applications are available on township website or by calling Township Clerk.
3. Thank you to an anonymous citizen for purchasing new flags for Town Hall.
4. Clerk job application selection process. Interviews with all four candidates will be done in Open meetings on February 23rd and 24th.
5. Purchase of drinking water dispenser.

Motion by Bradach/Skubic to purchase water dispenser, water and dixie cups for Hall.
Vote 4/0 carry

Chair Roskoski will make purchases.
6. Proposed 2027 budget/levy.

Motion by Bradach/Skubic to approve revised budget for 2026. **Roll Call Vote**
Roskoski Y, Skubic Y, Bassing N, Bradach Y. **3/1 carry**
Motion by Skubic/Bradach to approve 2027 proposed budget.
Vote 3/0 Bassing abstained.
7. Trail Grant – Roskoski thanks former Treasurer Tammy Mortaloni for her hard work on the Trail Grant through RRRB that has been successful. We have Resolution 07-2025 authorizing application and accept funds from IRRRB.

Motion by Bradach/Skubic to accept IRRRB grant funds, for resurfacing the Walking Trail, in the amount of \$49,500 and to get the appropriate signatures. **Vote 4/0 carry**
8. Emergency generator service contract. Clerk received original Invoice from Zeigler for \$1,413.12 which is included in Claims, then a second Invoice for \$4,367.77 and told to disregard first invoice. Bradach worked with Zeigler to revise & reduce Invoice to \$2,750.39.

Motion by Bradach/Skubic to pay a total of \$2750.39 in two checks, the current claim check of \$1,413.12 and an additional check for the balance. **Vote 4/0 carry**

We are currently seeking a service agreement and Bradach has secured bids and is waiting for more.

Motion by Bradach/Skubic to use Allied to service generator if needed and hold off signing a service agreement until next month. **Vote 4/0 carry**

9. Board access to sensitive data or data that may contain medical information.
Bassing wants to see run reports, but the other Supervisors thought it was unnecessary. No action taken.

SUPERVISOR REPORTS

Skubic	Road Supervisor - none Lodging Tax Board Representative - none
Bassing	Broadband Liaison – Several areas are being looked at in hopes of broadening the coverage area. Bois Forte determines the roads considered. There are ARPA funds that must be used by end of year. Joint Powers and Recreation - none Noxious Weeds Representative - none
Gilbert	Grounds and Maintenance - absent Fire Department Liaison - absent
Bradach	Recreation Committee Liaison – Recreation Committee wants allow banner project to continue and encourage community support. 911 Assignment - none
Roskoski	Ambulance Commission - none RAMS Representative - none

FIRE DEPARTMENT REPORT

1. Summary of performance evaluation for Fire Chief.
Overall Performance evaluation was positive. There are points the Chief is working on and hopes employees will reach out if/when they need help.
 - a. Comments from Fire Department employees.
Fire Admin read letters from current EMR and FF employees showing Support for the positive changes Chief Trancheff has made. They now feel like a team, like family. The overall feeling is that the fire department is stronger, more organized and they are proud to serve in this fire department.
2. Resignation from Kristal Strong, EMR.
Bradach states he reached out to her and thanked her for her service. Roskoski added Strong was an asset and thanked her for her years of service.
Motion by Bradach/Skubic to accept the resignation of Kristal Strong. **Vote 4/0 carry**
3. Hiring of new Firefighter/EMR.
Trancheff recommends hiring of applicants Paul Williams – Firefighter, and Kathy Hill – EMR who will train for FFI and FF2.
Motion by Skubic/Bradach to hire Kathy Hill as EMR/FF, contingent on background check. **Vote 4/0 carry**
4. Hiring new Firefighter.

- Motion** by Skubic/Bradach to hire Paul Williams as FF, contingent on background check.
Vote 4/0 carry
5. 2025 PERA service credits – Firefighters.
Motion by Bradach/Skubic to approve PERA service credits for 2025, earned by FF's Gilbert, Lofquist, Milbridge, Trancheff and Villebrun. **Vote 4/0 carry**
 6. 2025 Qualifications for EMR bonus.
Motion by Skubic/Bradach to approve annual EMR bonus for 2025, earned by T. Dowden, Lofquist and Villebrun. **Vote 4/0 carry**
 7. Job Descriptions:
 - a. Firefighter Training Officer (New). Post, if approved.
FF Mike Weske presented proposed FF Training Officer job information.
Motion by Skubic/Bradach to approve FF Training Officer position at a rate of \$27/hr. and to post for applications for 14 days. **Vote 4/0 carry**
 - b. Emergency Medical Responder (Revised).
Motion by Skubic/Bradach to approve job description revision for EMR.
Vote 4/0 carry
 - c. Firefighter (Revised).
Motion by Bradach/Bassing to approve job description revision for Firefighter.
Vote 4/0 carry
 - d. Assistant Chief (Revised). Post, if approved.
Motion by Skubic/Bassing to approve job description revision for Assistant Fire Chief, and to post for applications for 14 days. **Vote 4/0 carry**
 8. Fire Department Policy.
 - a. Revised organizational chart.
Motion by Skubic/Bradach to approve revised FD organizational chart.
Vote 4/0 carry
 - b. Policy #15 – Wages (Revised).
Motion by Skubic/Bradach to approve revised FD Policy #5 Wages.
Vote 4/0 carry
 - c. Policy #3D – Probationary Period Policy (New).
Motion by Bradach/Skubic to approve addition of new Policy #D Probationary Period. **Vote 4/0 carry**
 9. Purchase of one set structure gear for Firefighter Lofquist.
Motion by Bradach/Skubic to approve 1 set of structure gear for FF Lofquist.
Vote 4/0 carry
 10. Fire Report – January 2026.
See attached Fire & Rescue report.
Trancheff thanks Board of Supervisors for the new tires on FF vehicles – feels like a new truck.

CLERK REPORT (Correspondence)

1. We received Thank You from Vermilion Lake Association for our donation.
2. Board of Appeals and Equalization Open Book date is April 8 from 9am to 10 am.

3. Clerk requests to dispose of bag of old keys that were left loose in desk drawer. Bradach prefers she find a place to store them.
4. Clerk presented an email notification of Techbytes fee increase.

MOTION by Bassing/Skubic to adjourn at 8:30pm. **Vote 4/0 carry**

Chair Jas Buskosi Clerk Robby Spicer
NEXT MEETING: March 10, 2026 (following annual meeting)