

**BILLINGS TOWNSHIP  
MONTHLY BOARD MEETING MINUTES  
March 11, 2019**

**Call to Order:** Supervisor Tim Mester called meeting to order at 7:00 p.m.

**Members Present Per Roll Call:** Brian Johnson, Len Pytlak, Carl Malott, Linda McSweyn and Tim Mester

**Members Absent:** None

**Pledge of Allegiance:** Pledge of Allegiance led by Tim Mester

**Public Comments:** None

**Approval of the Agenda:** Brian Johnson motioned to approve the agenda, 2<sup>nd</sup> by Len Pytlak, 5 ayes, 0 nays, and 0 absent. Motion carried.

**Approval of the Minutes:** Len Pytlak motioned to approve minutes for the Special Board Meeting on January 22, 2019, 2<sup>nd</sup> by Brian Johnson, 5 ayes, 0 nays, 0 absent. Motioned carried.  
Brian Johnson motioned to approve the minutes with one correction to the Realtor's name for the Billings Township Board Meeting on February 11, 2019, 2<sup>nd</sup> by Len Pytlak, 5 ayes, 0 nays, and 0 absent. Motioned carried

**Approval of Bills to be Paid:** Brian Johnson asked about the late fees on the credit cards, Linda McSweyn explained no mail deliveries during the State of Emergency. The statements did not arrive on time. Linda stated she will be working with the credit card company to get the fees and interest removed. Brian mentioned maybe we should go to debit cards. Lyn Pytlak will check with the bank on debit cards. Brian Johnson motioned to approve the bills for February, 2019, 2<sup>nd</sup> by Len Pytlak. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Carl Malott – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion carried.

**Treasurer's Report:** Len Pytlak gave an updated treasurers report. Linda McSweyn motioned to accept Treasurers Report, 2<sup>nd</sup> by Brian Johnson. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Carl Malott – Yes, Linda McSweyn – Yes, Tim Mester – Yes. Motion carried.

**Correspondence:** Tim Mester, Supervisor mentioned that we received a letter from the State of Michigan Department of Treasury a Certificate of Achievement that acknowledges Billings Township, Gladwin County for receiving a perfect score on the 2018-2019 Audit of Minimum Assessing Requirements (AMAR) Review. The township received a letter from Charter for our quarterly franchise fee remittance covering the period from October 1, 2018 to December 31, 2018 in the amount \$7,495.53.

**Fire Chief's Report:** Al Vincent reported – Township Fire Department had 30 calls from February 7, 2019 to March 7, 2019. Al gave an update on the exhaust system. Al mention the new Lucas machine was already put to use. He has two invoices for board approval. One is for the Dive Shop in the amount of \$3,139.40 for replacement of a dive suit and an Artic 3-2 piece set. He requested approval of payment to the Lifeguard Systems Inc. in the amount of \$5,305.00 for the purchase of 9 Buoyance Compensation Devices.

**Fire Chief's Report (cont.):** Al mentioned there will be personnel changes to the dive team. Brian Johnson motioned to approve Fire Department purchases, 2<sup>nd</sup> by Linda McSweyn. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Carl Malott – Yes, Linda J McSweyn – Yes, and Tim Mester – Yes. Motion carried.

**WWTP REPORT:** Andy Gwizdala reported on the Monthly Operating report which covers February, 2018. No monthly NPDES Permit violations. 1.89 million gallons of wastewater were discharged from the wastewater treatment plant during and was given a full treatment February, 2018. The average daily flow during discharge from the wastewater treatment plant was 67,500 gallons. The maximum daily flow was 119,285 gallons. Andy continues to perform scheduled weekly, monthly, and yearly maintenance on equipment. There were 4 – alarm callouts during the month. All call outs were outage related.

**Park and Recreation Report:** Rose Malott, Park & Rec Chair reported information on replacing the doors and gable ends at the park community building. The previous quote on doors would increase 7%-10% and they do not out at the park. Attempts in contacting Ken Lind have not been successful to discuss the North door double set to be replaced with a single emergency exit. Rose announced the Easter egg hunt on April 20, 2019 at 11:00 a.m.

**Commissioners Report:** No Commissioner present.

**Old Business:** Tim Mester mentioned nothing new to report on the roads from the last meeting. Tim explained an appointment to the Planning Commission was done incorrectly. Do to the error of having two board members on this commission. Carl Malott's appointment had to be rescinded. Brian Johnson motioned to rescind Carl Malott's appointment to Planning Commission, 2<sup>nd</sup> by Len Pytlak. 4 ayes, 0 nays, and 1 abstained. Motion carried. Christine Bloom sent a letter of resignation to be removed from the ZBA do to a professional conflict of interest. Brian Johnson motioned to accept the resignation of Christine Bloom, 2<sup>nd</sup> by Len Pytlak. 5 ayes, 0 nays, 0 absent. Motion carried.

**New Business:** Tim Mester received two requests for the Planning Commission one from Sandy Sutter and the other from Carol Ayers. Sandy Sutter was not present. Carol Ayers introduced herself and gave a brief presentation of her background. Brian made a motion to approve Carol Ayers to the Planning Commission, 2<sup>nd</sup> by Linda McSweyn. 5 ayes, 0 nays, 0 absent. Motion carried. The Board decided to table Sandy Sutter until the next month board meeting. Tim mention there are three more people interested in the Park & Rec. Tim brought to the attention that the Five Year Plan of Park & Rec expires in 2019. He would like to look at it with the Boards input in maybe restructuring the Park and Rec. Tim said they done a lot of great work and not to minimize anything about that. It is just to continue on and help them get through some minor issues. I am not sure I want to stop anything now or at the end of their year/term. I would like to move now the planning of the Five Year Plan into the Planning Commission because that is their wheel house. The planning will work very closing with the Park & Rec Committee and all the people. It just comes into their skill set. Brian asked when the terms are up and the changing of the Chair and how they alternate. Rose Malott said there are no terms. It is a committee. Tim said it might be premature to bring on the three applicants unless the board wants to think about restructuring before their term ends. Rose asked, if she could ask a question. What do you mean by restructuring and what are you thinking? Tim replied that he was going to explain if I could have the floor back. Tim, thank you. Tim mentioned having like a seven member board and each board member can have a

**New Business (cont.):** subcommittee to work on projects from their own committee and people can put more focus on the certain projects. It is a lot for one group to do. Everybody has different skill sets and we may be able to optimize different people in different areas. Again, Tim stated he nothing bad at all to say about the existing board or the work they have done and I know they were very passionate, and put everything they had into it and not trying to minimize or critique or do anything against them. I just would like to help them to move forward I think that is best for the township. Brian Johnson asking like different committees something like a building/renovations committee, events or someone heading up different projects and bring it back to a committee or the board. Like, someone can be working on grants. Tim mentioned there are some people in our community that have very specific expertise and connections and I would like to see that and to use them in their best ability. Linda McSweyn stated that the Park & Rec need more members. Brian motioned to accept the three volunteers Gary (Butch) Wenzel, Katherine Miller and Ron Sherman, 2<sup>nd</sup> by Linda McSweyn. 4 ayes, 0 nays and 1abstained. Motion carried. Brian Johnson said we can look at restructuring later and maybe work with Rodney Nanny. Rodney Nanny asked Tim if he was going to make a motion to move the Park & Rec Plan to the Planning Commission. Brian Johnson motioned to move the Park and Rec Plan to the Planning Commission, 2<sup>nd</sup> by Tim Mester. 4 ayes, 0 nays, and 1abstain. Motion carried.

Tim brought up the problems with the computers that this topic should have been discussed last month. A discussion took place on the backups. Brian is going to do a follow-up with Midland Solutions. Tim talked about the township hall repairs and Hammer gave us estimates to look at. Tim brought up issues with our locks and he brought in a company from Midland to repair and new keys were made. Tim brought to our attention the policy and procedure on keys and who should and should not have them. Carl asked for a copy of the Policy and Procedure book. It was agreed that everyone should get a copy of the Policy and Procedure to review. A discussion took place to bring the book up to date.

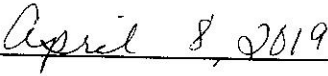
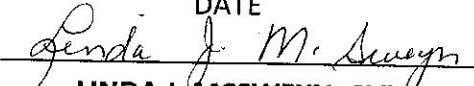
**Board Comments:** Tim said a busy day today being his first day on Board of Review.

**Adjournment:** Tim Mester motioned to adjourn the meeting, 2<sup>nd</sup> by Linda McSweyn, 5 ayes, 0 nays, and 0 absent. Motion carried. Time: 7:45p.m.

Minutes taken by Linda J. McSweyn, Township Clerk

Minutes approved at Billings Township Board meeting \_\_\_\_\_

  
TIMOTHY MESTER, SUPERVISOR

  
DATE  
  
LINDA J. MCSWEYN, CLERK