

# Agenda

## Billings Township Board

Meeting Monday July 10, 2023

7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comments (Agenda Items only 3 minutes) \*
5. Approval of Agenda
6. Approval of Minutes
7. Approval of Bills to be Paid.
8. Treasurer's Report
9. Correspondences
10. Department reports: **A)** Fire Department **B)** \*WWTP **C)** Constable **D)** \*DPW **C)** OEO
11. Committee reports: **A)** Park & Recreation **B)** Road Committee
12. Guest Speakers: **A)** Tami O'Donnell, District 3, Gladwin County Commissioner **B)** FLTF Rep.
13. Old Business: **A)** New Fire pole barn **B)** POS/TOT **C)** B&K
14. New Business: **A)** Gladwin Chamber
15. Public Comment (Open to any topic 3 minutes) \*
16. Board Comments
17. Adjournment

\*COLG: (Council of Local Government)

\*WWTP: Wastewater Treatment Plant

\*DPW: Department of Public Works

\*APM: Advanced Pest Management

\*GCRC: Gladwin County Road Commission

\*OEO: Ordinance Enforcement Officer

**BILLINGS TOWNSHIP**  
**REGULAR BOARD MEETING MINUTES**  
**June 12, 2023**

**Call to Order:** Supervisor Tim Mester called the meeting to order at 7:00 P.M.

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

**Members Present Per Roll Call:** Tim Mester, Len Pytlak, Cindy Whittington, Linda McSweyn, and Brian Johnson, Absent

**Public Comments:** Don Rappley wondering when Wixom Drive would be graveled.

**Approval of Agenda:** Tim Mester made a motion to add the following additions to the agenda: Under Old Business add Publo Contract, and Pole Building, Under New business add Cemetery sign & driveway, July 4<sup>th</sup> parade, Renting Equipment for Park, Wixom Lake Association Helicopter at park, Gladwin Equalization, B & K appraisal, Kitchen storage room floor and Macqueen Equipment and Emergency, 2<sup>nd</sup> by Len Pytlak. Motion carried. Linda McSweyn said to also add Michigan Township Association to revised agenda. Len Pytlak made motion to add MTA to agenda, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**Approval of the Minutes:** Len Pytlak made motion to approve the May 8, 2023 board meeting minutes, 2<sup>nd</sup> by Cindy Whittington. Motion carried.

**Approval of Bills to be Paid:** Cindy Whittington motioned to approve the May 2023 payables, 2<sup>nd</sup> by Tim Mester. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**Treasurer's Report:** Linda made a motion to accept Treasurer's report as presented, 2<sup>nd</sup> by Cindy Whittington. Len suggested moving money to Members First Credit Union but will research and advise at the July meeting. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**Correspondence:** None

**Fire Chief's Report:** Interim Fire Chief Dale Rottman gave report for the month of May 2023. Fire Department had 23 calls from May 1, 2023, to May 31, 2023. Training for the month of June is R.I.T. Training/Search & Rescue. Dale said Storage Barn is up & looking good. Reporting software for the State Reporting System (NFIRS) should be ready by 1<sup>st</sup> of July. Tanker 20's rear electric dump & Chevron updates waiting on appointment. Dale received two new fire department applications for Township board to consider.

**WWTP REPORT:** Andy Gwizdala, Plant Manager, reported on behalf of Infrastructure Alternatives covering the operations, maintenance, and management of Billings Township Wastewater Treatment Facility, along with the collection system. **WWTP REPORT:** This Monthly Operating Reports covers **May 2023**. The wastewater treatment plant performed well during **May** with no monthly NPDES Permit violations. 2.9 million gallons of wastewater was discharged from the wastewater treatment plant and was given full treatment during **May 2023**. The average daily flow during discharge from the wastewater treatment was 94,500 gallons. The maximum daily flow was 135,581 gallons. We had 1 alarm for Power blip at plant. We are seeking bids to run electricity from main building to the pole barn.

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**Constable:** Liquor inspections were done at the following businesses with no issues: Eagles #3655, Sandy's Market, Nikki's Family Restaurant & Dollar General. Wixom Lake Gas and Launch and Hook's Party Store is closed.

**DPW:** Jason Kumpelis had suggestions for the electrical posts attached to trees and in middle of park which are not functional and will work with park volunteers to remove. Jason stated corner by township/firestation is low and needs top soil or asphalt.

**Zoning Board of Appeals:** Nothing to report.

**Ordinance Enforcement:** Sandy Streeter gave a lengthy typed report on all complaints, letters that were sent, citations issued, complaints on hold, complaints resolved, complaints dismissed and court dates set. Sandy stated attorney advised hiring a process server to serve the citations for \$50.00. Len made a motion to hire only as needed, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**Park and Recreation Report:** Larry Woodard commented on great jobs being done by DPW Jason Kumpelis and Ordinance Officer Sandy Streeter. Park needs 200 yds of clean fill from Delisle filling old mud bog and would like contract stating all clean fill dumps will be done in one year and leveled. Larry said they been mowing and trimming back forty getting ready for June 17<sup>th</sup>, 2023 Blue and Gold Star Memorial Dedication at 2 PM. Volunteers doing a great job. Larry said they had a successful Monday Morning at the Park for kids with Bats, Beavers and Bears with Chippewa Nature Center. Karen Patterson held kids interest with her exciting story telling. Park needs to borrow or rent a farm disc 8 feet wide. Linda said she may have one. Wednesday June 14<sup>th</sup>, 2023 is Music in the Park. Bring own chairs and blanket. Larry stated that Wixom Lake Association donated \$1,000.00 towards park improvements.

**Road Report:** Sid Hansen advised next meeting is June 20<sup>th</sup>, 2023 at 2 P.M.

**Commissioners Report:** Tami O'Donnell advised that Wixom Lake Improvement Board would be helicopter spraying the main lake starting June 20<sup>th</sup> depending on wind and rain. Tami also stated that the August 8<sup>th</sup>, 2023 election is for Law Enforcement and Security.

**Old Business:** Tim Mester made a motion to make Dale Rottman the Fire Chief of Billings Township Fire Department, 2<sup>nd</sup> by Len Pytlak. Motion carried. Len Pytlak made a motion to accept the two new fire department applications, 2<sup>nd</sup> by Cindy Whittington. Motion carried.

Linda McSweyn made a motion to approve Road Committee to 5 members, 2<sup>nd</sup> by Cindy Whittington. Motion carried.

Tim Mester made a motion to accept the Gladwin County Road Commission Project #497-23-03-43 for gravel on several roads at \$71,655.00, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Tim Mester made a motion to accept Park and Rec Committee as follows: Chair: Larry Woodward, Vice Chair Len Pytlak and Secretary Pam Wenzel, 2<sup>nd</sup> by Linda McSweyn. Motion carried.

Tim Mester commented that the Jaws Grant was approved for \$50,000.

Len Pytlak commented that the park rules includes no fishing. Discussion was held to leave resident and non-resident fees the same for Park Hall Rental. Linda McSweyn made a motion to charge the same rate, 2<sup>nd</sup> by Cindy Whittington. Motion carried. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

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Tim Mester made a motion to proceed with the Pudlo Petitioning for Special Assessment, 2<sup>nd</sup> by Len Pytlak. Motion carried.

The township received two bids for additions to the Fire Department building at Billings Park. Hammer Builders was \$38,000 and Tri City Electric for \$33,000. Cindy Whittington made a motion to approve Tri City Electric for \$33,000, 2<sup>nd</sup> by Linda McSweyn. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**New Business:** Cindy Whittington made a motion to accept Contract from AT&T for WWTP for \$3,877.31, 2<sup>nd</sup> by Linda McSweyn. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Tim Mester made a motion to accept the APM Mosquito Control Program for 2024-2027 with an annual total of \$69,750.00, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Billings Township received Proposal for 2023 Summer and Winter Tax Bill Generation for \$2800.00 from Jamie Houserman, Contractor. Len Pytlak made a motion to accept the proposal as presented, 2<sup>nd</sup> by Tim Mester. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Cindy Whittington made a motion to accept proposal from KCI for printing and postage for 2023 Tax Bills, 2<sup>nd</sup> by Tim Mester. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

A discussion was held on two bids Cindy Whittington received for pest control spraying. Orkin was \$2100.00 for a one-time spray and Midland Pest Control was \$100.00 a month or \$500.00 through October. Cindy Whittington made a motion to accept Midland Pest Control for \$500.00, 2<sup>nd</sup> by Linda McSweyn. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Dan Andrick tore down old building at cemetery. Ralph Culp stated that he noticed 5-7 sink holes by sea wall. Cindy said she will look into getting bids or comments on this situation. New sign needed for Cemetery. Linda commented that she will talk to Delisle about finishing up the driveway that they couldn't finish last year.

Tim Mester said he got the permits needed for the 4<sup>th</sup> of July parade at 1PM. Everyone can start lining up at Noon. Parade starts at Eagles and goes to Wieman road.

A discussion was held on renting equipment for usage at the Park. Runs around \$290.00 a day. Also discussion on putting stones around building at the park. Committee will get bid from Delisle.

Don Zakett from the Wixom Lake Improvement Board said Helicopter spraying on the main lake will start week on June 18<sup>th</sup>, 2023 depending on wind and rain. The canals and inlets will not be done at this time. They expect to spray 250 acres a day. Should be a 2 day job. Don asked board if they could use the park for helicopter landing to reload spray, Tim Mester made a motion to allow use of park for helicopter reloading, 2<sup>nd</sup> by Len Pytlak. Motion carried.

Tim Mester made a motion to approve the Gladwin County Equalization Contract using Option #2 at \$1.75 per parcel for partial service with an annual total of \$5,703.25, 2<sup>nd</sup> by Len Pytlak. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

B & K Appraisal submitted an agreement to appraise 3964 Birchwood Rd, Beaverton, MI and 3970 Birchwood Rd, Beaverton MI for \$525.00. Cindy Whittington made a motion to accept agreement as presented, 2<sup>nd</sup> by Len Pytlak. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Board discussed replacing floor in the kitchen and decided to table until July meeting.

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Dale Rottman received a quote on acquiring 4 air packs for the fire department including the charging station and lithium battery packs for \$47,945.26 from MacQueen Equipment and Emergency. Cindy Whittington made a motion to accept quote, 2<sup>nd</sup> by Linda McSweyn. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Park & Rec received a quote for concrete from Whiteys Masonry for \$1425.00. Cindy Whittington made a motion to approve, 2<sup>nd</sup> by Tim Mester. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

Billings Township received the annual dues for 7/1/2023 to 6/30/2024 from Michigan Townships Association for \$2,405.76. Tim Mester made a motion to accept as presented, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes. Motion carried.

**Public Comments:** Don Rappley wanted to know when Wixom Drive would be graveled. Tim Mester held up the Gladwin County Road bill that board just approved.

**Board Comments**

Cindy Whittington brought up Point of Sale. A discussion was held and decided to table at this time. Cindy said the Park is looking really great for the June 17<sup>th</sup>, 2023 Blue and Gold Star Memorial dedication.

**Adjournment:** Tim Mester motioned to adjourn the meeting at 9:03 p.m., 2<sup>nd</sup> by Cindy Whittington. All in favor. Motion Carried.

Minutes taken by Lorraine Hedrich, Township Deputy Clerk

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

DATE

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**TIMOTHY MESTER, SUPERVISOR**

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**LINDA J. MCSWEYN, CLERK**