

BILLINGS TOWNSHIP
REVISED REGULAR BOARD MEETING MINUTES
April 10, 2025

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: Brian Johnson, Cindy Whittington, Len Pytlak, Linda McSweyn and Tim Mester.

Members Absent Per Roll Call: None.

Public Comments: Larry Grell commented the Board of Review, Planning and ZBA needs to be reviewed, asking the Board to review pay. Larry is asking the Board to consider mileage reimbursement for the Road Committee.

Approval of Agenda: The corrections to be made are as follows: correction to minutes from February to March, the correct to the minutes from Special Meeting to Budget/Annual Meeting minutes and the correction of Coal to C.O.L.A. The following additions to the agenda were: Parade Committee (11B), Beaverton School System new Officers(14F). Len motioned to accept the agenda with corrections and changes, 2nd by Cindy. 5 Ayes - 0 Nays. Motion carried.

Approval of the Minutes: Len motioned to accept March 10, 2025, regular meeting minutes, 2nd by Tim. 5 Ayes, 0 Nays. Motion carried. Tim motioned to accept March 29, 2025, Budget/Annual meeting minutes, 2nd by Len. 5 Ayes, 0 Nays. Motion carried.

Approval of Bills to be Paid: Linda explained the overrides and re-issues of the checks were due to a printer problem. Linda also clarified the insurance divisions for the Fire Dept and the Township and adjusted the amounts for each. Len motioned to accept the March 2025 payables, 2nd by Tim. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Tim Mester – Yes, Linda McSweyn – Yes. Motion carried.

Treasurer's Report: Len explained his written report for March 2025. Len asked if there were any questions. No questions were asked. Linda motioned to accept the March 2025 Treasure Report, 2nd by Brian. Roll Call: Brian Johnson – Yes, Cindy Whittington - Yes, Len Pytlak – Yes, Tim Mester – Yes, Linda McSweyn – Yes. Motion carried.

Correspondence: Spectrum is notifying its customers on or around April 15, 2025, Spectrum will launch Spectrum Noticias National Feed, on SPP Basic, channel 299 service your community. Correspondence was received from Mercury Telecom.

Fire Chief's Report: Jennifer Maxon spoke on behalf of the Fire Chief Dale Rottman's report submitted for the month of **March 2025**. The Fire Department had 39 calls from **March 1st to March 31, 2025**. **Training** for the month of April is **Firefighter Agility & S.C.B.A. Training & Inspection**. Our new 442 grass truck is working out well for the department and has already proven its worthiness. Our Fire Department open house is scheduled this year for Saturday October 11th from 12-3 p.m., flyers will be out early this year. Jennifer stated that there is a NO BURN BAN in effect and if a call comes in, the D.N.R. (Department of Natural Resources Department) will issue tickets.

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WWTP: Andy Gwizdala, Plant Manager, reported on behalf of Infrastructure Alternatives is pleased to submit the Operating Report covering the operations, maintenance, and management of your wastewater treatment facility, along with the collection system. This Monthly Operating Report covers March of 2025. The wastewater treatment plant performed well during March with no monthly NPDES Permit violations. 1.7 million gallons of wastewater were discharged from the treatment plant and were given full treatment during **March** 2025. The average daily flow during discharge from the wastewater treatment plant was 54,000 gallons. The maximum daily flow was 80,804 gallons.

We continue to perform scheduled weekly, monthly and yearly maintenance on the equipment.

We had one (0) alarm call out this month. Ringo Road sewer installation is finished. Andy gave an update on the phones at the Wastewater Plant. The phone system has switched over to VOI (voice over internet) at a great saving of 86.00 per year. Andy stated they would start un-winterizing and everything uncovered that was covered for the winter.

Constable: Ron Streeter reported. Liquor inspections were completed at the following active businesses with no issues: Eagles #3655, Sandy's Market, Nikki's Family Restaurant LLC, Dollar General and Hooks Tavern. Wixom Lake Gas and Launch continues to be inactive. Ron stated the records show that all businesses will expire at the end of the month. Ron our Constable asked about more duties and what classes, he would need to take. The board discussed more duties for the Constable and or the Ordinance Enforcer Officer to support the Ordinances which would involve certification and policies & procedures.

DPW: Jason reported that two rows of lights have been installed, and more lights ordered (which he thinks are in already) for the park building. Had to repair the Little library door outside of the Hall. Raked up all the stones from the grass at the park. The plow is off the truck and checking all the mowing equipment and will be possibly purchasing seed for the grass. There are several areas that need grass seed attention that which includes both the Park and the Township Hall.

Ordinance Enforcement: Sandy Streeter reported there were 21 new complaints, and 1 citation issued. Summary for the month of March: 203 total complaints (no duplication), 21 new complaints, 56 open complaints, 51 dismissed complaints, 87 resolved complaints, 12 on hold due to extensions for violations and 1 citation issued. Sandy asked permission from the board to start another clean up. This one is not as bad as the last one. A complaint came about a person going to the bathroom in buckets and dumping the pails onto people's properties. The Township needs to do something. He has been ticketed several times but is still doing it. We found three buckets. Might have to get a septage company to clean that up as its raw sewage. Gladwin County Health Department has been to this property multiple times. There is a camper there, a tree fell on it and smashed but he is still living there. Sandy will contact the Health Dept again and start getting bids.

Clerk: Linda contacted businesses for donations for the Easter Egg Hunt. The eggs will be filled with candy on April 16th. Linda thanked Andy for working on the phones, we can now transfer calls. We really appreciate his help. We have an Election coming up on Tuesday May 6, 2025, on Career and Technical Education Millage Renewal. Some of you may have already received an absentee ballot. We have mailed close to 400 absentee ballots out of the office. Township Clerk and one staff member will be present at the township hall for absentee voting on May 3, 2025, from 6:00 a.m. – 2:00 p.m. Gladwin County will be handing the 9-day early voting as they have in the past. It has not been determined how much election costs will be reimbursed to the Township by the State.

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Trustee Concerns for Budget Pay: Cindy stated the Clerk completed the Budget. The Clerk set up the workshops. During the workshop all 5 of the board members voted to hire Karen to work with the Board to get the budget adopted. The Clerk put in 100 hours working with Karen McIntyer. The Board discussed the budget issues and problems. Cindy stated that in new business she will be motioning for Linda to get paid for the hours she put in working with Karen on our Budget.

Park and Recreation Report: Len reported that this Saturday April 19, 2025, will be the Easter Egg Hunt / Games from 1 p.m. – 3 p.m. and they need volunteers for the games. On Wednesday at 10:00 a.m., we'll be filling the eggs. Len also stated that they need a person to wear the Bunny suit. Friday at 10:00 a.m. is set up for the games. Corn Hole pad will be coming soon. The company that will lay the pad needs constant 50-degree weather to set the concrete. It will be installed between the pavilion and the playground. Len stated that there will be a bucket for bags for the cornhole game. If they disappear, we will not be replacing them. We have a score board that will be mounted to a post of the pavilion so you can keep score when you are playing. Music and the Kids Day Park Events schedule are here at the Hall for anyone to pick up.

Parade Committee: Announced the parade will be July 4, 2025. Lineup will be at the Park at 1:00. p.m. Parade will leave the Park at 2:00 p.m. and end at the Eagles. Last year was a big success.

Commissioners Report/Guest Speakers: Tami O'Donnell, District 3 County Commissioner reported the Supreme court denied Heron Cove Association(HCA) case. Trout Lake in Sherman Township, the dam is owned by DNR Fishery has started to lower the lake level. Thunder on the Strip is coming back Saturday May 17, 2025. Memorial weekend the Trail of Two Cities Canoe Race. The Council of Local Government is May 19, 2025, at Clement Township. The networking meeting starts at 6:30 p.m., and the meeting at 7:00 p.m.

Danielle Methner spoke on the Narcan Box. How it is used, how it helps the families of the users, and to clarify any questions the Board may have about Narcan. The location of the box is being checked into by Tim Mester for any safety issues. It was mentioned by the Clerk that The Counseling Center by the bridge may be a good place for the box.

Old Business (Tabled): 'C.O.L.A" (Cost of Living Adjustment) Motion: Linda suggested to the Board that she read only one as it will be repetitive to read each resolution for each office as the wording is the same. The Amended Resolutions are for the Supervisor, the Clerk, the Treasurer, and the Trustees Cost of Living increase. We will need a motion and 2nd for each office. The resolution for the Supervisor 04142025-1. Resolution for Clerk 04142025-2, Resolution for Treasurer 04142025-3, Resolution for Trustees 04142025-4. Len Motioned to adopt the amended resolutions 04142025-1-4, 2nd by Tim. Further discussion by Cindy concerning some false misinformation during the Annual Meeting. The Electors that voted to take away the C.O.L.A. from the Board were directed at hurting one person, however the misinformation stated at the Annual meeting said that we had a large increase in Pay last year. It was repeated three times if I can remember right on the recording. That is wrong, wages were increased three years ago to bring us up because C.O.L.A. wasn't passed by the previous Boards for 3 years. That's why we voted to stay in line with Social Security to not have a future Board have to bring us up by more than 2.5%. Further delays could possibly

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Old Business (Tabled Cont.):

cause an increase of up to 5% to the township. Cindy clarified that Pensions don't get cost of living; you're retired. Roll Call: Tim Mester – Yes, Linda McSweyn – Yes, Len Pytlak – Yes, Brian Johnson – Yes, Cindy Whittington – Yes. The supervisor declared the amended motion resolution adopted. Resolution for supervisor Salary \$17,544.00. First support Cindy Whittington, Second support Len Pytlak. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, Tim Mester – Yes. The supervisor declared the amended motion resolution be adopted. Resolution for Clerk Salary \$23,736.00. First support Brian Johnson, Second support Len Pytlak. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes, Tim Mester – Yes. The supervisor declared the amended motion resolution adopted. Resolution for Treasurer Salary \$26,832.00. First support Brian Johnson, Second support Cindy Whittington. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, Tim Mester – Yes. The supervisor declared the amended motion resolution be adopted. Resolution for Trustees' Salary \$258.00. First support Len Pytlak, Second support Cindy Whittington. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, Tim Mester – Yes. The supervisor declared the amended motion resolution adopted. Reading of Budget Resolution to amend the Budget to reflect the C.O.L.A. changes. Linda read the 2025-2026 Budget Resolution, Amended Budget Resolution 2025-2026 March 29, 2025. Motion made by Cindy Whittington, seconded by Len Pytlak. Roll Call vote, the following voted Aye: Brian Johnson, Tim Mester, Cindy Whittington, Len Pytlak, and Linda McSweyn. The following voted for Nay: 0. The following were absent: 0. Voting results: 5 Ayes, 0 Nays, 0 absent. The Clerk declared the motion carried and the resolution duly adopted on the 14th day of April 2025.

Narcan proposal for public location: Len Pytlak motioned to accept the public location of the Narcan Box between the Hall and the Fire Dept, 2nd by Cindy Whittington. It was brought up that the location may be a problem with the Fire Department. The supervisor Tim Mester will be checking into this matter. Linda suggested that maybe the box could be place at The Counseling Center by the Bridge.

Sealed Bids for Hill St. clean up: First bid from Delisle \$29,478. The next sealed bid came in unmarked as a bid, it was opened and immediately closed back up and given to the Clerk. Bid came from Walt's Trucking and Excavating \$34,045.00. Revised bid from Delisle \$28,577.00. Motioned by Brian to accept Delisle revised bid of \$28,577.00, 2nd by Len. Roll Call: Brian Johnson – Yes, Len Pytlak - Yes, Cindy Whittington – Yes, Tim Mester – Yes, Linda McSweyn – Yes. Motion Carried

Short Term Rental (S.T.R.) update: Board discussed. Needs to be a stand-alone ordinance. R1 doesn't address S.T.R. We may need to amend an ordinance. Planning Commission Chair is investigating Short Term Rentals.

Deputy Pay: Regarding the letter sent from the Supervisor mentioning the Deputy Supervisor past wage and DPW wages, and Clerk has additional people working for her without Board approval. There is a lot of discussion around lawyer involvement. Need a Legal Agent. Cindy wants to make a motion to appoint the Clerk the legal Agent to decide who can call the lawyer. By MTA guidelines the Clerk is the Legal agent on deciding who calls. The Board decided to table for more information with Policies and Procedures.

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Old Business (Tabled Cont.):

Shannon Sirpilla from Beaverton Schools spoke regarding Beaverton School Resource Officers at the School. She indicated that these officers help the kids out tremendously. Due to budget restraints and cutbacks, the schools may lose the Officers. Shannon has a resolution for Billings Township, they are asking for \$20,000.00 to assist with the cost funding. They are looking for assistance soon. The Board wants to look further into the matter.

New Business: Consulting proposal/Grant writer Cindy Dodge: A proposal was received from Cindy Dodge to the Board. The Board discussed the proposal. Cindy Whittington motioned to accept Cindy Dodge's proposal to assist Billings Township with Policies and Procedures beginning May 1, 2025, with an estimated August 2025 time frame for a final manual for Board approval and hire her at a cost of \$8000.00, 2nd by Brian Johnson. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Tim Mester – Yes, Len Pytlak – Yes, Linda McSweyn – Yes. Motion Carried.

The Board has received the Gladwin County Road Commission Contract Proposals for Brushaber Road, Grouse, Mallard, Fox, Deer Courts, Martin Road and Red Oak. Cindy Whittington motioned to accept the contract proposals, 2nd by Tim Mester. Roll call: Len Pytlak – Yes, Tim Mester – Yes, Cindy Whittington – Yes, Brian Johnson – Yes, Linda McSweyn – Yes. Motion Carried.

Changing Zoning Permit: Justin Schneider requested a change from payroll to 1099. MTA verified that this request can be made. Brian motioned to approve Justins request to change from payroll to 1099, 2nd by Cindy Whittington. The Board discussed the need for a contract, rates and specifics of his service. This will be tabled until the detailed letter from Justin is received. Brian Johnson, Zonin Administrator, will be discussing this matter with Justin before the next meeting

Bead Letter of support for Point Broadband Fiber Holding, LLC. Tim asked for a motion to support. Len Pytlak motioned to approve the letter of support for all Broadband entities, 2nd by Brian Johnson. The Board voted, 5 Ayes and 0 Nays. Motion Carried

Budget pay for Clerk. Do we want to pay by the hour or flat rate. The Board discussed the work that had to be done by the Supervisor or correcting missing data to complete the budget. It was determined that the duties performed by the clerk were budget duties and were not Clerks statutory duties. Tim stated that the Supervisor can and wants to do the budget, however issues with no data for the Supervisor to proceed. That data had to be recreated. Cindy Whittington motioned to pay Linda \$20.00 per hour for worked completed on the budget that were not her statutory duties, 2nd by Brian Johnson. Len commented it wasn't approved prior doing the job. Roll Call: Len Pytlak - No, Tim Mester – No, Brian Johnson – No, Cindy Whittington - Yes, Linda McSweyn – Sustained. Motion did not pass.

Nordic – Konika printer. Linda stated that she has finally got the contract with Konika and Nordic sorted out. The contract with Konika will be cancelled and Nordic will be our contractor for the copier Receiving the bills.

Public Comments: Members of the public that addressed the Board: Tami York, Tami O'Donnell, Mike Delansky and Keith Popour.

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Board Comments: Brian addressed the comment concerning missed meetings and pay.

Cindy addressed the comments on the Policies and Procedures, contractual amounts for Policies and Procedures from different candidates. Cindy also commented on the house on Beech, is that addressed by OEO (Ordinance Enforcer Officer) or Zoning. Brian stated it's Zoning. Cindy also stated that the land bank had cleaned Cemetery property, however, was disappointed that no one notified Board about the work starting. Len updated on the Easter Egg Hunt at the park. Linda asked where we stand on the insurance refusal letter to be drafted by the Township Attorney. Brian stated he would take care of it. Tim commented on the policies and procedures. Tim commented that he had asked the department heads to send policies to him.

Adjournment: Tim Mester motioned to adjourn the meeting at 7:59 p.m., 2nd by Linda.
4 Ayes, 0 Nays. Motion Carried. 9:35.

Minutes taken by Rose Malott, Billings Township Deputy Clerk.

Minutes approved at Billings Township Board meeting_____.

DATE

TIMOTHY MESTER, SUPERVISOR

LINDA J. MCSWEYN, CLERK