

Agenda

Billings Township Board

Meeting Monday October 13, 2025

7:00 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comments (Agenda Items only 3 minutes Comments only)**
- 5. Approval of Agenda**
- 6. Approval of Minutes for September 8, 2025, Regular**
- 7. Approval of Bills to be Paid**
- 8. Treasurer's Report**
 - A) Park Business 1) Lawn Mower 2) Park Sign Update**
- 9. Correspondence: Charter, Consumers**
- 10. Guest Speakers: (set for their arrival)**
- 11. Business left on the table**
 - A) Park & Planning Survey**
 - B) Sewer Assessment Update**
- 12. Departments Business / Reports**
 - A) Fire Dept: 1) Application Request**
 - B) WWTP: 1) report with tractor hour log**
 - C) DPW**
 - D) OEO**
 - E) Constable**
 - F) APM**
 - G) BTRC**
- 13. New Business:**
 - A) Request to move all Billings Township accounts to BS&A**
 - B) Gladwin County Chamber Directory Add Offer**
 - C) Assessor: Garbage Collection Roll**
- 14. Public Comment on Any topic (3 Minutes Comments only)**
- 15. Board Comments**
- 16. Adjournment**

**** Public Comments is for the Township Board to listen only. (3 minutes limit)**

Billings Township Board members are available to ask questions or share thoughts after the meeting.

Thank You

Billings Township Board

- *COLG: Council of Local Government**
- *WTP: Wastewater Treatment Plant**
- *DPW: Department of Public Works**
- *APM: Advanced Pest Management**
- *MDARD: Michigan Department of Agriculture and Rural Development**
- *OEO: Ordinance Enforcement Officer**
- *CMDHD; Central Michigan District Health Department**
- * GCRC; Gladwin County Road Commission**
- * GCDC; Gladwin County Drain Commission**
- * BTRC; Billings Township Road Committee**
- * GCLB; Gladwin County Land Bank**
- * STR; Short-Term-Rentals**
- * SRO; School Rescores Officer**
- *APM; Mosquito Control**
- * GCE; Gladwin County Equalization**
- * BTB; Billings Township Board**

**BILLINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
September 8, 2025**

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

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

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

Public Comments: Jim Kalahar commented he has been attending the Road Committee meetings for a while to get Wixom Drive paved. Progress is being made, and we are working through the steps needed to get the road qualified.

Approval of Agenda: One cancellation of Road Committee 3-5 Plan under Old Business 12A. Two items to be added to the agenda under new business: 13D. L4029 and 13E Gladwin County Road Gravel project. Len Pytlak motioned to approve the agenda with the one cancellation and the two additions, 2nd by Linda McSweyn. 5 Ayes, 0 Nays. Motion Carried.

Approval of the Minutes: Regular Board Meeting July 14, 2025, Special Meeting August 6, 2025, Regular Board Meeting August 11, 2025, and Special Meeting August 26, 2025. Cindy Whittington motioned to approve July 14, 2025, meeting minutes. 2nd by Brian Johnson. Roll Call: 5 Ayes. Motion Carried. Cindy Whittington motioned to approve the special meeting minutes for August 6, 2025, with spelling corrections, 2nd by Brian Johnson. Roll Call: 5 Ayes, 0 Nays. Motion Carried. Len Pytlak motioned to approve the regular meeting minutes August 11, 2025, with spelling corrections, 2nd by Linda McSweyn. 5 Ayes, 0 Nays. Motion Carried. Cindy Whittington motioned to approve the Special meeting minutes August 26, 2025, with spelling corrections, 2nd by Brian Johnson. Roll Call: 5 Ayes, 0 Nays. Motion Carried.

Approval of Bills: Linda explained that an error occurred during printing that caused checks to be voided. Cindy Whittington motioned to accept the **August 2025** bills for approval, 2nd by Brian Johnson. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion Carried.

Treasurer's Report: Len Pytlak presented the **August 2025** Treasurer's Report. Len Pytlak also stated he is collaborating with Members First Bank on obtaining a Money Market account for our road fund, so we accrue more interest. Brian Johnson motioned to accept the Treasurer's **August 2025** report as presented, 2nd by Tim Mester. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion Carried.

Correspondence: Received a notice from Charter about upcoming changes to channel lineup.

Fire Chief's Report: Dale Rottman reported for the month of **August 2025**. The Fire Department had 39 calls from **August 1st to August 31, 2025**. Training for the month of **September is Medical & Misc. Training/ FF CPR Refresher**. Also, **Quarterly Training** will be available for members needing makeup training opportunities. The Department has received a pallet of water from Blue Triton, a Distributor company. We are now in their system for further donations of water if needed. Fire departments' open house is Saturday October 11, 2025, from 12:00 p.m. – 3:00 p.m. Flyers will be out this month.

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Fire Chief's Report (cont.):

An additional quote from Whitey's Masonry for a cement pad to be added to the existing pad of the storage barn at the park. Cindy Whittington motioned to approve the bid from Owens for \$4,640.00 for the cement pad at the storage barn at the park, 2nd by Len Pytlak. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion Carried.

WWTP: Andy Gwizdala, Project Manager, reported for Great Lakes Water Operations and is pleased to submit this copy of the Monthly Operating Report covering the operations, maintenance, and management of your wastewater treatment facility, along with the collection system. This Monthly Operating Report covers **August of 2025**. The wastewater plant performed well during August with no monthly NPDWS permit violations. 1,4 million gallons of wastewater were discharged from the wastewater treatment plant and given full treatment during **August of 2025**. The average daily flow during discharge from the wastewater plant was 44,000 gallons. The maximum daily flow was 71,749 gallons. We continue to perform weekly, monthly, and yearly maintenance on equipment. The influent samplers have arrived. The construction of the new building should start next week, and the samplers will be installed before **October 1, 2025**. Oil changes have been completed on all four aerators. We plan to switch oxidation ditches the first full week of **October**. Alarm/callouts were zero (0) for this month. Delisle has the pump for \$500.00 that can be rented for the ditches. Andy also submitted the Tractor hours for the month.

DPW: Jason reported that the back 40 grass has been mowed at the park. The oil has been changed in the DPW truck. Blades have been sharpened and equipment greased. Regarding the furnace here at the hall, Jason asked if we want it checked by the same company as last year. The Board agreed that it would be good. Jason indicated he can organize that as well as the park.

Ordinance Enforcement: Sandy Streeter reported there were 2 new complaints, and 3 citations issued. Summary for the month of **August 2025**: 251 total complaints (no duplication), 2 new complaints, 26 open complaints, 67 dismissed complaints, 124 resolved complaints, 1 court case.

Constable: Ronald C. Streeter, III, completed the Liquor inspections for the following businesses: Active: Eagles # 3655, Sandys Market, Nikki's Family Restaurant, Dollar General and Hooks Tavern. Inactive: Wixom Lake Gas and Launch for the month of **August 2025**.

Road Committee Report: Sid Hansen presented a draft of the Road Committee's 3-5-year plan with recommendations of the road committee. The Board discussed approving tab A (Overlay Martin Road (L) in 2026 (1-mile ESR) and tab C (Impact of Emergency Services Route) for the 3-5-year plan. Brian motioned to approve Tab A & Tab C of the 3-5-year road plan as recommended by the Road Committee, 2nd by Cindy Whittington. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn - Yes, and Tim Mester – Yes. Motion Carried.

Park and Recreation Committee Report: Len Pytlak reported that the Park Committee has 2 vacancies. The Trunk & Treat is on October 31, 2025, from 5:30 p.m. till 7:00 p.m. Hayride at 6:00 p.m. Should it rain, the Trunk & Treat will be held on November 1, 2025, from 5:30 p.m. till 7:00 p.m.

Billings Township Board Meeting Minutes (cont.)

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Guest Speaker: Tami O'Donnell, Gladwin County Commissioner, District 3, gave an overview of what is happening in Gladwin County. EGLE approved the Materials Management Plan for recycling work plan, next is to get the funding. An upgrade to the elevator has been approved at the Gladwin County Court House and has also been approved for replacing the roof on the annex building. City of Local Government meeting is September 29, 2025, at 6:00 p.m. at Secord Township Hall. The Gladwin County Planning Commission's survey is still available for input. Tami also gave an update on Wixom Lake Improvement Board. They are still taking care of the trees and partnered with Wixom Lake Association to mow the weeds. There are areas that are difficult to get to with the mowers. Spraying of the phragmites can only be done while they are blooming.

Old Business:

- A. Road Committee 3–5-year plan. Board approved Tab A & Tab C.
- B. Fire Bid: Board approved bid for cement pad from Owens for \$4,640.00

New Business:

A. **KCI – Winter Tax Bills:** Cindy Whittington motioned to approve KCI's proposal for tax preparation for \$2,388.31, 2nd by Brian Johnson. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion Carried.

B. **Christmas Decorations Estimate:** Brian motioned to accept the estimate of \$5,155.00. for Christmas decorations, 2nd by Len Pytlak. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn - Yes, and Tim Mester – Yes. Motion Carried

C. **Tobacco Township:** Tobacco Township Planning Commission is requesting Billings Township Planning Commission to aid them on their Master Plan. Board discussed and decided to wait on Tobacco's request until Greg Bate has a chance to discuss and see what he would like to do. Board discussed Billings Township Planning Commission and Park Committee work together on a survey. Linda McSweyn motioned that the Park and Planning work together on a survey, 2nd by Cindy Whittington. Roll Call: 5 Ayes, 0 Nays, Motion Carried.

D. **L4029 2025 Tax Rate Request:** The request is on the 2026 millages of Mosquito Control and Fire Department. Brian Johnson motioned to approve the 2026 millages, 2nd by Len Pytlak. Roll Call: 5 Ayes, 0 Nays. Motion Carried

Public comment: Tami O'Donnell commented on the Wixom Lake Association fund raiser to benefit mowing. Sid Hansen commented on the hydraulic fluid on the roads in the township.

Board Comments: Brian Johnson commented that he will send GFL a message about the concern. Cindy Whittington commented, Happy Fall. Len Pytlak commented that volunteers are needed for the Trunk & Treat. Tim Mester thanked everyone for taking the time to attend the meeting.

Adjournment: Tim Mester, called to adjourn the meeting at 7:57 p.m. 5 Ayes, 0 Nays. Motion Carried.

Minutes taken by Rose Malott, Billings Township Deputy Clerk.

Minutes approved at Billings Township Board meeting _____.

DATE

TIMOTHY MESTER, SUPERVISOR

LINDA J. MCSWEYN, CLERK