

**Agenda**  
**Billings Township Board**  
**Special Board Meeting**  
**April 2, 2026**  
**10:30 a.m.**

- **Call to Order**
- **Pledge of Allegiance**
- **Roll Call**
- **Public Comment Agenda Items (3 minutes)**
- **Approval of Agenda**
- **Switching Fire Department, Sewer RRI, Roads, & Sewer Debt, Accounts to Members First**
- **Authorized Officers to open Bank Accounts**
- **Public comments on any topic**
- **Board Comments**
- **Adjournment**

**BILLINGS TOWNSHIP  
SPECIAL BOARD MEETING MINUTES  
April 02, 2026**

**Call to Order:** Tim Mester called the meeting to order at 10:32 a.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:** None

**Approval of Agenda:** Additions to the agenda. Tim Mester motioned to add discussion of the Budget 2<sup>nd</sup> by Cindy Whittington. Roll Call: Brian Johnson -Yes, Tim Mester – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, and Linda McSweyn – Yes. Motion Carried. Linda McSweyn motioned to add the minutes from 03/26/2026 for approval. All in favor 5 Ayes, 0 Nays. Motion Carried. Linda motioned to add a discussion on Deputy Supervisors payroll checks, 2<sup>nd</sup> by Cindy Whittington. Roll Call: Brian Johnson – Yes, Tim Mester – Yes, Len Pytlak – Yes, Cindy Whittington – Yes, and Linda McSweyn – Yes. Motion Carried. Tim Mester motioned to accept the agenda with additions, 2<sup>nd</sup> by Brian Johnson. All in favor 5 Ayes, 0 Nays. Motion Carried.

**Switching Fire Department, Sewer RRI, Sewer Debt, Road accounts to Members First Credit Union:** Len motioned to approve the switching of the accounts this month (April), 2<sup>nd</sup> by Cindy Whittington. Roll Call: Brian Johnson – Yes, Cindy Whittington – Yes, Len Pytlak – Yes, Linda McSweyn – Yes, and Tim Mester – Yes. Motion Carried.

**Authorized Officers:** Linda McSweyn motioned that only the Treasurer is the authorized officer to open bank accounts with approval of the Township Board, 2<sup>nd</sup> by Brian Johnson. Roll Call: Brian Johnson – Yes, Len Pytlak – Yes, Tim Mester – Yes, Linda McSweyn – Yes, and Cindy Whittington – Yes. Motion Carried. Len Pytlak is our current Treasurer.

**Deputy Supervisors Pay Checks:** Deputy Supervisor has not turned in monthly timecards, so the checks have been held. The Deputy Supervisor has resigned. How does the board want to handle the issues of the held checks. The Board were all in agreement that the checks be mailed. All in favor, Brian Johnson – Yes, Tim Mester – Yes, Cindy Whittington – Yes, Linda McSweyn – Yes, Len Pytlak – Yes.

**Approval of 03/26/2026 Special Meeting minutes:** Len Pytlak motioned to approve the minutes from 03/26/2026 Special Meeting, 2<sup>nd</sup> by Tim Mester. All in favor 5 Ayes, 0 Nays. Motion Carried.

**Billings Township Board Meeting Minutes (cont.)**

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**Budget Discussion:** Tim Mester noted the correction of a missed item, 101-306-676, State Liquor Reimbursement will change the totals. This draft will populate into the budget. Linda McSweyn stated that the board needs to set up dates for the budget workshop and budget hearing. Linda McSweyn informed the board the notice needs to be in the paper six days before the budget hearing. The Board scheduled the budget workshop April 9, 2026, at 10:00 a.m. and invite Karen McIntyre to be present. The Budget Hearing will be held at 6:30 p.m. April 13, 2026, before the regular meeting at 7:00 p.m.

**Public Comments:** None

**Board Comments:** The Board thanked everyone for coming.

**Ajournment:** Tim Mester adjourned the meeting at 10:53 a.m. 2<sup>nd</sup> by Linda McSweyn, 5 Ayes, 0 Nays. Motion Carried.

Minutes taken by Rose Malott, Billings 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