

BIG CREEK TOWNSHIP
2016-2017 GENERAL APPROPRIATIONS ACT
RESOLUTION 2016-08

SECTION 1: This resolution shall be known as the Big Creek Township 2016-2017 General Appropriations Act.

SECTION 2: Public Hearing on the Budget – Pursuant to MCLA 141.412 and .413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on March 23, 2016 and a public hearing on the proposed budget was held on March 31, 2016.

SECTION 3: Millage Levy – The Big Creek Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an allocated millage of .8686 mill township operations; and voter authorized millages of 1.000 mills for fire department operating.

SECTION 4: Adoption of Budget by Activity/Department – Big Creek Township Board adopts the 2016-2017 fiscal year budgets for the various funds by Activity/Department. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each Activity/Department.

SECTION 5: Payment of Bills – Pursuant to MCLA 41.75, all claims (bills) against the township shall be approved by the Big Creek Township Board prior to being paid. The Township Clerk and Treasurer may pay certain bills prior to approval by the Township Board to avoid late penalties, service charges, and interest (primarily utilities) and payroll in accordance with the approved salaries and hourly rates adopted in the appropriations act. The township Board shall receive a list of claims (bills) paid prior to approval for approval at the next Board meeting.

SECTION 6: Authorized salary, hourly and per diem rates – Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and employees of the township as follows:

Per Diem – All Boards and Commissions	\$35.00/half day \$75.00/full day
Supervisor	\$15,900.00
Clerk	\$19,150.00/\$20,350 if responsible for Cemetery duties
Deputy Clerk	\$12.00/hr.
Treasurer	\$18,500/\$20,350.00 if responsible for collection of summer tax
Deputy Treasurer	\$12.00/hr.
Maintenance	\$12.00/hr.
General Clerical	\$9.50/hr.

SECTION 7: Estimated Revenues and Expenditures – Estimated total revenues and expenditures for the various funds of Big Creek Township are:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
General Fund	\$391,959.00	\$401,604.00
Municipal Street Fund	\$ 98,450.00	\$178,000.00
Luzerne Fire Fund	\$64,775.00	\$64,750.00
Fire Dept. Special Millage	\$105,300.00	\$121,924.00
Park/Recreation Fund	\$39,415.00	\$35,650.00
Cemetery Fund	\$17,060.00	\$17,060.00
Road Assessment/Royce Haven	\$1,590.00	\$1,590.00
Road Assessment/Oak & Cedar	\$1,800.00	\$4,800.00

SECTION 8: SPECIFIC APPROPRIATIONS – There is appropriated Municipal Street Fund \$100,000.00 for the Township portion of the paving of 1 mile of Mishler Road to be contracted with the Oscoda County Road Commission.

SECTION 9: Periodic Financial Reports – The Township Clerk shall provide the Township Board at the Board meeting immediately following the end of each fiscal quarter and at the final Board meeting of the fiscal year, a report of fiscal year to date revenues and expenditures compared to the budgeted amounts in the various funds of the Township.

SECTION 10: Budget Monitoring – Whenever it appears to the Township Supervisor or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures will exceed an appropriation, the Township Supervisor shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**BIG CREEK TOWNSHIP
2016-2017 PROPOSED BUDGET**

		2016-17 PROPOSED
	GENERAL FUND	
	REVENUE	
402	CURRENT TAXES	93,000.00
477	JUNK LICENSES	30.00
574	STATE SHARED REVENUE	216,000.00
579	SWAMP TAX	800.00
607	RECYCLE FEES	1,500.00
624	SCHOOL PKG LOT LIGHTS	600.00
625	CABLE TV FRANCHISE	3,500.00
627	CHARGES FOR SERVICES	11,700.00
664	INTEREST INCOME	1,000.00
669	TOWER RENT	6,655.00
699	TRANSFERS IN FROM FIRE MILLAGE	57,174.00
	Total Revenue & Other Sources	391,959.00
	EXPENDITURES	
101	TOWNSHIP BOARD	45,900.00
171	SUPERVISOR OFFICE	19,400.00
209	ASSESSOR OFFICE	40,550.00
215	CLERK'S OFFICE	31,350.00
247	BOARD OF REVIEW	1,600.00
253	TREASURER OFFICE	31,550.00
254	TREASURER - SUMMER TAX	12,500.00
262	ELECTIONS	12,250.00
265	BUILDINGS & GROUNDS	15,500.00
336	FIRE DEPT - TRI TOWN	57,174.00
441	LIGHTING	620.00
442	RECYCLE	5,000.00
800	COMMUNITY PROMOTIONS	1,000.00
850	TRANSFERS OUT	47,210.00
	TRANSFER OUT TO ROAD FUND	80,000.00
	Total Expenditures and Other Uses	401,604.00
	Net Revenues (Expenditures)	(9,645.00)
400	BEGINNING FUND BALANCE	250,202.63
400	ENDING FUND BALANCE	240,557.63

204 - FEDERAL ROAD FUNDS		
	Revenue	
425	METRO AUTHORITY	6,500.00
504	TITLE I ROAD FUNDS	10,000.00
628	SERVICES RENDERED	
664	INTEREST INCOME	150.00
676	FEDERAL ROAD FUNDS	1,800.00
699	TRANSFERS IN	80,000.00
	Total Revenue & Other Sources	98,450.00
	EXPENDITURES	
702	WAGES	
740	SUPPLIES	
801	CONTRACT SVCS - CONTRACTOR	
801.001	METRO ACT EXPENSES	
801.002	STREETSCAPE	3,000.00
801.003	SIDEWALKS	
801.004	STREET LIGHTS - ELECTRIC	25,000.00
802	CONTRACT SVCS - ENGINEER	
803	CONTRACT SVCS - ROAD COMM.	150,000.00
804	CONTRACT SVCS - MDOT	
999	TRANSFERS OUT	
	Total Expenditures and Other Uses	178,000.00
	Net Revenues (Expenditures)	(79,550.00)
400	BEGINNING FUND BALANCE	181,035.39
400	ENDING FUND BALANCE	101,485.39

	206 - FIRE DEPARTMENT	
	REVENUE	
	REIMBURSEMENTS FOR FIRE RUNS	4,239.00
664	INTEREST INCOME	25.00
699.01	TRANSFERS IN FROM FIRE MILLAGE	60,511.00
	Total Revenue & Other Sources	64,775.00
	EXPENDITURES	
702	SALARIES	7,000.00
702.002	FIRE CHIEF SALARY	4,500.00
702.003	ASST. FIRE CHIEF SALARY	1,800.00
704	SALARIES CLERICAL	300.00
950	EMPLOYER FICA	2,000.00
740	SUPPLIES	2,500.00
740.001	BUILDING MAINT.	500.00
740.002	EQUIPMENT MAINT.	4,000.00
741	FUEL	2,500.00
801	CONTRACT SERVICES	1,500.00
803	TOWER RENT	1,200.00
835	HEALTH SVCS.	750.00
850	TELEPHONE	600.00
910	INSURANCE	11,000.00
920	UTILITIES	4,000.00
930	SCBA/FIRE EXT MAINT	1,000.00
960	ED & TRAINING	4,000.00
960.002	TRUCK MAINT - PAYROLL	600.00
970.002	CAPITAL OUTLAY - EQUIPMENT	10,000.00
970.003	CAPITAL OUTLAY - BLDG REPAIRS	5,000.00
	Total Expenditures and Other Uses	64,750.00
	Net Revenues (Expenditures)	25.00
400	BEGINNING FUND BALANCE	1,971.79
400	ENDING FUND BALANCE	1,996.79

207 - FIRE MILLAGE		
REVENUE		
402	CURRENT TAXES	105000
664	INTEREST INCOME	300
	Total Revenue and Other Sources	105,300.00
EXPENDITURES		
999	TRANSFER OUT TO TRI-TOWN	57174
999	TRANSFER OUT TO LUZERNE	64750
	Total Expenditures and Other Uses	121,924.00
	Net Revenues (Expenditures)	-16,624.00
400	BEGINNING FUND BALANCE	188,623.20
400	ENDING FUND BALANCE	171,999.20

208 PARK & RECREATION FUND		
REVENUE		
501	GRANTS	5,000.00
667	PARK RENTALS	250.00
667.001	PARK RENTALS - RIVER PARK	3,500.00
664	INTEREST INCOME	15.00
699	TRANSFERS IN	35,650.00
	Total Revenue & Other Sources	44,415.00
EXPENDITURES		
702	SALARIES	2,000.00
702.001	SALARIES - RIVER PARK	3,000.00
702.002	SALARIES - PILLARS PARK	750.00
950	EMPLOYER FICA	500.00
740	SUPPLIES - COMSTOCK PARK	1,500.00
740.001	SUPPLIES - RIVER PARK	1,500.00
740.002	SUPPLIES - PILLARS PARK	1,000.00
801	CONTRACT SERVICES - COMSTOCK PARK	250.00
801.001	CONTRACT SERVICES - RIVER PARK	500.00
801.002	CONTRACT SERVICES - PILLARS PARK	250.00
920	UTILITIES	900.00
920.001	UTILITIES - RIVER	1,000.00
970	CAPITAL IMPROVEMENTS - COMSTOCK PK	20,000.00
970.002	CAPITAL IMP. - PILLARS PARK	2,500.00
	Total Expenditures and Other Uses	35,650.00
	Net Revenues (Expenditures)	8,765.00
400	BEGINNING FUND BALANCE	9,154.12
400	ENDING FUND BALANCE	17,919.12

209 - CEMETERY		
REVENUE		
668	LOT SALES	500.00
669	CEMETERY FEES (FUNERAL HOME)	5,000.00
664	INTEREST INCOME	20.00
699	TRANSFERS IN	11,540.00
	Total Revenue & Other Sources	17,060.00
EXPENDITURES		
702	SALARIES	4,200.00
950	EMPLOYER FICA	500.00
702.001	CLERICAL SALARY	1,200.00
740	SUPPLIES	2,000.00
740.001	SOFTWARE SUPPORT	410.00
801	CONTRACT SERVICES	550.00
802	CONTRACT SERVICES (SEXTON)	5,000.00
803	CONTRACT SVCS - FOUNDATIONS	1,200.00
920	UTILITIES	
970	CAPITAL IMPROVEMENTS	2,000.00
999	TRANSFERS OUT	
	Total Expenditures and Other Uses	17,060.00
	Net Revenues (Expenditures)	-
400	BEGINNING FUND BALANCE	17,125.33
400	ENDING FUND BALANCE	17,125.33

871 - SPECIAL ASSESSMENT (Royce Haven)		
REVENUE		
402	CURRENT LEVY	1,590.00
	Total Revenue & Other Sources	1,590.00
EXPENDITURES		
801	CONTRACT SERVICE	1590
	Total Expenditures and Other Uses	1,590.00
	Net Revenues (Expenditures)	0.00
400	BEGINNING FUND BALANCE	1,042.31
	AUDITOR'S ADJ.	
400	ENDING FUND BALANCE	1,042.31

	872 - SPECIAL ASSESSMENT (Oak & Cedar Lane)	
	REVENUE	
402	CURRENT LEVY	\$ 1,800.00
699	TRANSFER IN FROM GEN FUND	
	Total Revenue & Other Sources	1,800.00
	EXPENDITURES	
801	CONTRACT SERVICE	4800
	Total Expenditures and Other Uses	4,800.00
	Net Revenues (Expenditures)	-3,000.00
400	BEGINNING FUND BALANCE	3,000.00
400	ENDING FUND BALANCE	0.00

The 2016-2017 Big Creek Township Fee Schedule is included as Addendum 1, and is considered a part of this resolution.

SECTION 11: Board Adoption – Motion made by Avery, second by Mitchell to adopt the forgoing Resolution 2016-08 General Appropriations Act. Upon roll call vote, the following voted aye: Booth, Avery, Mitchell, Mundt

The following voted nay:
None

The following were absent:
McGregor

The Supervisor declared the motion carried and the resolution adopted on the 31st day of March, 2016.

Rhonda Mundt, Township Clerk