

Resolution No.: 031016 A
Bertrand Township
General Appropriations Act (Budget)
Fiscal Year 2016-2017

A resolution to establish a general appropriations act for Bertrand Township; to define the powers and duties of the Bertrand Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Bertrand Township resolves:

Section 1: Title

This resolution shall be known as the Bertrand Township General Appropriations Act.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on February 6 and 7 2016 and a public hearing on the proposed budget was held on February 11, 2016.

Section 5: Millage Levy

The Bertrand 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 .88880 mill township operations; and authorized special assessment of \$12.50 per parcel for street lighting in the West River Terrace Subdivision Special Lighting District.

Section 6: Special Assessment

The Bertrand Township Board, acting jointly and in concert with the cities of Buchanan and Niles, the Townships of Buchanan and Niles Charter in Berrien County, and the Township of Howard in Cass County, pursuant to a certain assessment district resolution for the support of SMCAS adopted May 15, 2008 and approved May 21, 2015 to levy a special assessment of \$20.00 per parcel/unit.

Section 7: Estimated Revenues and Expenditures

Estimated Bertrand Township general fund, West River Terrace Subdivision and SMCAS Special Assessment revenues and expenditures for fiscal year 2016-2017 for the various activities are as follows:

Fund	Revenue	Expenditures
General	\$610,263.00	\$610,263.00
West River Terrace	\$ 1,059.00	\$ 1,300.00
SMCAS	\$ 27,460.00	\$ 27,460.00

GENERAL FUND

General Fund Revenue:	2016-2017
Tax Revenue	158,960.00
Licenses & Permits	49,900.00
State Revenue	215,138.00

Charge for Services	110,500.00
Interest Income	5,250.00
Community Hall Rent	2,000.00
Cemetery Income	-
Other Revenue	-
Other Financing Sources	-
Contingency & Transfer-For Roads	64,500.00
Total Revenue and Other Sources	\$ 610,263.00
General Fund Expenditures:	
Township Board	28,250.00
Supervisor	32,303.00
Clerk	33,640.00
Audit	6,000.00
Board of Review	1,650.00
Treasurer	40,640.00
Assessor	20,400.00
Elections	7,650.00
Township Hall & Grounds	60,850.00
Community Hall	20,100.00
Attorney	12,000.00
Cemetery	19,250.00
Inspector Fees	36,350.00
Drain at Large	4,500.00
Highway, Bridges & Roads	191,840.00
Planning Commission	13,500.00
Zoning Department	13,130.00
Library	2,750.00
Insurance & Bonds	18,000.00
Contingency & Transfer – BTFD Parking Lot	20,000.00
Total Expenditures:	\$ 610,263.00
Net Revenues (Expenditures)	-
Beginning Fund Balance	\$ 1,446,625.42
Ending Fund Balance	\$ 1,446,625.42

WEST RIVER TERRACE

WRT Revenue:		2016-2017
Other revenue		1,044.00
Interest Income		15.00
Total Revenue and other Sources		\$ 1059.00
WRT Expenditures:		
Treasurer		-
Street Lights		1,300.00
Total Expenditures		\$ 1,300.00
Net Revenues (Expenditures)		\$ 241.00
Beginning Fund Balance		\$ 3,593.35
Ending Fund Balance		\$ 3,352.35

SMCAS AMBULANCE SPECIAL ASSESSMENT

SMCAS Revenue:	2016-2017
Other revenue	27,460.00
Total Revenue and other Sources	\$ 27,460.00
SMCAS Expenditures:	
Health & Welfare	27,460.00
Total Expenditures	\$ 27,460.00
Net Revenues (Expenditures)	\$ 0.00

Section 8: Adoption of Budget by Reference

The general fund budget of Bertrand Township is hereby adopted by reference, with revenues and expenditures as indicated in Sections 6 of this act.

Section 9: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any town order for expenditures that exceed appropriations.

Section 10: Transfer Authority

The Chief Administrative Officer shall have the authority to make transfers among the various line items without prior board approval, if the amount to be transferred does not exceed \$5,000. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

Section 11: Budget Monitoring

Whenever it appears to the Chief Administrative Officer 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 shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 12: Board Adoption

Motion made by Hicks, supported by Zelmer to adopt the foregoing resolution. Upon roll call vote, the following voted:

Aye: Hicks, Kuhn, LeClaire, Vite, Zelmer

Nay: _____

Abstain: _____

Absent: _____

The Supervisor declared the motion carried and the resolution duly adopted on the 10th day of March, 2016.

Don Vite - Township Clerk