

PINE RIVER
TOWNSHIP

2018 BUDGET

Pine River Township

2018 General Fund Budget Estimate

2017 Assets

Beginning Net Assets (3/31/2017)	\$829,440
Revenues YTD	\$386,791
Additional Property Taxes- Settlement	\$4,438
State Revenue Sharing Final Payment	\$75,580
Administration Fee	\$1,290
Interest Income	\$1,779
FY2017 Budget Expenses	-\$245,906
Parking Lot	-\$35,000
Cemetery Asphalt	-\$13,992
Zoning/Planning (Spicer Group)	-\$79,003
Ending Net Assets (3/31/2018)	\$925,417

2018 Budget Revenues	\$338,150
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2018 Budget Expenses

Township Board	\$63,344
Supervisor	\$18,160
Elections	\$8,250
Assessing	\$27,255
Clerk	\$22,010
Board of Review	\$2,205
Treasurer	\$19,610
Building and Grounds	\$65,650
Cemetery	\$2,450
Drains at Large	\$28,000
Road Commission	\$236,900
Street Lighting	\$1,400
Planning and Zoning	\$12,751

2018 Estimated Expenditures	\$507,985
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Projected Beginning FY2018 Fund Balance 3/31/18	\$925,417
Estimated Revenues	\$338,150
Estimated Expenditures	-\$507,985
Projected Ending FY2018 Fund Balance 3/31/19	\$755,582

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
--- Estimated Revenue ---						
101-000-401.000	CAPITAL PROJECT FUND	0.00	0.00	0.00	0.00	0.00
101-000-403.000	CURRENT PROPERTY TAXES	90,671.96	90,077.00	83,500.00	83,500.00	84,500.00
101-000-405.000	IFT & CFT TAXES	0.00	2,455.00	0.00	0.00	0.00
101-000-423.000	OTHER TAXES	1,412.97	1,503.00	1,000.00	1,000.00	1,000.00
101-000-425.000	SPECIAL ASSESSMENT - SMITH ROAD	0.00	0.00	0.00	0.00	0.00
101-000-426.000	SPECIAL ASSESSMENTS - CHEESMAN ROAD	0.00	0.00	0.00	0.00	0.00
101-000-427.000	SPECIAL ASSESSMENT-JACKSON/WINANS	0.00	0.00	0.00	0.00	0.00
101-000-428.000	SPECIAL ASSESSMENT - MADISON ROAD	0.00	0.00	0.00	0.00	0.00
101-000-433.000	DELINQUENT PERSONAL PROPERTY TAXES	258.19	381.00	0.00	0.00	0.00
101-000-445.000	PENALTIES & INTEREST ON TAXES	2,253.62	366.00	0.00	500.00	250.00
101-000-476.000	LICENSES AND PERMITS	2,800.00	3,150.00	2,500.00	3,000.00	3,000.00
101-000-478.000	CABLE FRANCHISE	15,631.09	12,625.00	9,000.00	13,600.00	11,500.00
101-000-574.000	STATE REVENUE SHARING	174,596.50	171,532.00	173,971.00	174,000.00	186,500.00
101-000-607.000	ADMINISTRATIVE FEE	35,397.63	35,273.00	20,000.00	32,000.00	32,500.00
101-000-608.000	SUMMER TAX COLLECTION FEE	3,802.50	3,795.00	3,600.00	3,600.00	3,600.00
101-000-654.000	LAND DIVISION FEES	300.00	600.00	400.00	500.00	800.00
101-000-662.000	INTEREST FROM SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
101-000-664.000	INTEREST INCOME	1,756.30	68.00	50.00	1,000.00	2,000.00
101-000-668.000	HALL RENTAL INCOME	8,390.00	7,025.00	6,000.00	8,000.00	4,500.00
101-000-678.000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
101-000-693.000	BETHANY RENT/WAGE REIMBURSEMENT	3,587.44	3,701.00	3,500.00	3,500.00	3,500.00
101-000-694.000	MISCELLANEOUS INCOME	4,429.29	4,885.00	4,800.00	4,800.00	4,500.00
101-000-695.000	FIRE AND AMBULANCE RUNS	0.00	0.00	0.00	0.00	0.00
Total Estimated Revenue:		345,287.49	337,436.00	308,321.00	329,000.00	338,150.00

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
--- Appropriations ---						
Township Board						
101-101-702.000	ELECTED SALARIES & WAGES	0.00	0.00	0.00	5,120.00	5,222.00
101-101-702.010	BOTH TRUSTEES	4,837.02	4,952.00	5,020.00	0.00	0.00
101-101-702.011	NON-ELECTED SALARY & WAGES	10,667.75	10,784.00	11,269.00	17,766.00	18,943.00
101-101-702.012	BILLING/ACCOUNT CLERK	4,281.82	4,508.00	4,579.00	0.00	0.00
101-101-702.013	BLIGHT OFFICER	2,053.56	2,105.00	2,135.00	0.00	0.00
101-101-702.200	LONGEVITY OFFICE PROF/ACCT CLERK/BLGHT	126.66	649.00	650.00	0.00	0.00
101-101-710.000	PENSION EXPENSE	4,031.55	4,116.00	4,285.00	4,332.00	4,420.00
101-101-715.000	FICA/MEDICARE	5,439.13	5,587.00	5,436.00	5,123.00	5,459.00
101-101-727.000	OFFICE SUPPLIES	1,794.66	2,297.00	2,000.00	2,000.00	2,500.00
101-101-730.000	POSTAGE	2,414.08	2,837.00	3,000.00	2,500.00	2,500.00
101-101-801.000	PROFESSIONAL & CONTRACTED SERVICES	3,450.00	0.00	0.00	1,500.00	1,800.00
101-101-801.001	LEGAL FEES	9,044.50	12,146.00	5,500.00	5,000.00	5,000.00
101-101-801.002	MTA MEMBERSHIP	1,625.87	1,649.00	1,700.00	1,750.00	1,750.00
101-101-801.003	SOFTWARE/COMPUTER SUPPORT	5,087.00	5,134.00	5,000.00	5,000.00	5,500.00
101-101-801.004	WEBSITE HOSTING	500.00	500.00	500.00	500.00	500.00
101-101-801.005	OFFSITE DATA STORAGE/BACKUP SYSTEM	500.00	500.00	500.00	500.00	500.00
101-101-801.006	MICHIGAN MUNICIPAL LEAGUE DUES	175.00	175.00	200.00	200.00	200.00
101-101-801.007	INTERNET	1,382.28	1,382.00	1,500.00	1,600.00	1,600.00
101-101-801.008	MI RURAL WATER ASSOC. DUES	0.00	0.00	0.00	0.00	0.00
101-101-801.009	GRATIOT CO. MI. TWN. ASSOC. MBRSHIP	100.00	0.00	100.00	100.00	100.00
101-101-801.010	MAGNET (DRUG ENFORCEMENT TEAM)	2,279.00	2,279.00	2,300.00	2,300.00	2,300.00
101-101-910.000	INSURANCE & BONDS	736.00	744.00	800.00	850.00	850.00
101-101-955.000	BANK FEES	290.30	299.00	400.00	500.00	600.00
101-101-956.000	MISCELLANEOUS	851.58	150.00	1,600.00	1,600.00	1,600.00
101-101-957.000	CONFERENCES & WORKSHOPS	1,285.44	1,617.00	2,000.00	2,000.00	2,000.00
101-101-958.000	LIBRARIES	0.00	0.00	0.00	0.00	0.00

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
Supervisor						
101-171-702.000	ELECTED SALARIES & WAGES	16,223.82	16,607.00	16,830.00	17,167.00	17,510.00
101-171-703.000	SALARY & WAGES- DEPUTY	0.00	0.00	0.00	0.00	0.00
101-171-860.000	MILEAGE	175.18	208.00	400.00	400.00	400.00
101-171-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	250.00
Elections						
101-191-702.000	ELECTED SALARIES & WAGES	2,079.00	614.00	3,500.00	500.00	3,000.00
101-191-727.000	OFFICE SUPPLIES	639.79	224.00	800.00	800.00	650.00
101-191-730.000	POSTAGE	254.77	108.00	500.00	500.00	1,000.00
101-191-801.000	PROFESSIONAL & CONTRACTED SERVICES	970.53	277.00	1,250.00	500.00	2,500.00
101-191-860.000	MILEAGE	110.32	41.00	200.00	200.00	150.00
101-191-900.000	PUBLISHING & PRINTING	118.96	0.00	250.00	250.00	400.00
101-191-956.000	MISCELLANEOUS	107.10	56.00	200.00	200.00	300.00
101-191-977.000	EQUIPMENT	0.00	0.00	0.00	0.00	250.00
Assessing						
101-209-702.000	ELECTED SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
101-209-702.011	NON-ELECTED SALARY & WAGES	23,660.86	24,257.00	24,582.00	26,239.00	26,855.00
101-209-702.200	LONGEVITY	705.00	1,205.00	1,230.00	0.00	0.00
101-209-860.000	MILEAGE	205.28	208.00	400.00	400.00	400.00
101-209-900.000	PUBLISHING & PRINTING	90.00	0.00	0.00	0.00	0.00
101-209-905.000	TAX PRINTING	0.00	0.00	0.00	0.00	0.00
101-209-956.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
Clerk						
101-215-702.000	ELECTED SALARIES & WAGES	16,223.82	16,607.00	16,830.00	17,167.00	17,510.00
101-215-703.000	SALARY & WAGES- DEPUTY	1,155.00	1,965.00	1,600.00	1,600.00	1,600.00
101-215-801.000	PROFESSIONAL & CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
101-215-801.012	PAYROLL	4,217.00	4,467.00	4,000.00	2,000.00	2,000.00
101-215-801.013	ANNUAL AUDIT	0.00	4,000.00	0.00	4,000.00	0.00
101-215-860.000	MILEAGE	0.00	0.00	250.00	250.00	250.00
101-215-900.000	PUBLISHING & PRINTING	126.50	228.00	250.00	400.00	400.00
101-215-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	250.00
Board of Review						
101-247-702.000	SALARIES AND WAGES	1,700.00	1,500.00	2,205.00	0.00	0.00
101-247-702.011	NON-ELECTED SALARY & WAGES	0.00	0.00	0.00	2,205.00	2,205.00
Treasurer						
101-253-702.000	SALARIES AND WAGES	16,223.82	16,607.00	16,830.00	17,167.00	17,510.00
101-253-703.000	SALARY & WAGES- DEPUTY	1,155.00	1,965.00	1,600.00	1,600.00	1,600.00
101-253-860.000	MILEAGE	0.00	0.00	250.00	250.00	250.00
101-253-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	250.00

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
Building and Grounds						
101-265-702.000	ELECTED SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
101-265-702.011	NON-ELECTED SALARY/WAGES (JANI/LAWN)	0.00	0.00	0.00	3,997.00	4,200.00
101-265-702.016	CUSTODIAN WAGES	1,003.14	1,224.00	2,564.00	0.00	0.00
101-265-702.017	LAWN CARE WAGES	1,225.00	1,256.00	1,281.00	0.00	0.00
101-265-702.200	LONGEVITY	37.00	63.00	64.00	66.00	0.00
101-265-776.000	SUPPLIES	328.52	1,058.00	1,000.00	1,000.00	1,000.00
101-265-801.000	PROFESSIONAL & CONTRACTED SERVICES	450.00	833.00	1,250.00	750.00	750.00
101-265-801.020	SNOW REMOVAL CONTRACTOR	1,211.25	994.00	1,500.00	1,500.00	1,500.00
101-265-910.000	INSURANCE & BONDS	7,820.00	8,060.00	8,500.00	8,500.00	9,000.00
101-265-920.000	UTILITIES	7,218.78	6,353.00	7,000.00	7,500.00	8,000.00
101-265-932.000	BUILDING REPAIR & MAINTENANCE	106.00	4,978.00	2,500.00	2,500.00	4,500.00
101-265-956.000	MISCELLANEOUS	156.88	0.00	200.00	200.00	200.00
101-265-971.904	ASPHALT MAINTENANCE	0.00	0.00	0.00	0.00	35,000.00
101-265-978.000	EQUIPMENT REPAIR & MAINTENANCE	456.26	444.00	1,500.00	1,500.00	1,500.00
Cemetery						
101-276-702.000	ELECTED SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
101-276-702.011	NON-ELECTED SALARY & WAGES (SEXTON)	0.00	0.00	0.00	1,878.00	1,950.00
101-276-702.000	SALARIES AND WAGES	1,675.00	1,717.00	1,752.00	0.00	0.00
101-276-702.200	LONGEVITY	51.00	86.00	88.00	0.00	0.00
101-276-776.000	SUPPLIES	181.41	139.00	250.00	250.00	250.00
101-276-801.000	PROFESSIONAL & CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00
101-276-930.000	REPAIR & MAINTENANCE	543.55	0.00	0.00	0.00	0.00
101-276-956.000	MISCELLANEOUS	0.00	0.00	250.00	250.00	250.00
101-276-960.000	BUILDING & SUPPLIES	0.00	0.00	0.00	0.00	0.00
Drains at Large						
101-445-969.000	DRAINS AT LARGE	21,018.39	20,196.00	21,000.00	26,500.00	28,000.00

GL Number	Description	2014-15 Budget	2015-16 Budget	2016-17 Budget	2017-18 Budget	2018-19 Budget
Road Commission						
101-446-971.000	ROADS MISC.	0.00	0.00	0.00	0.00	0.00
101-446-971.901	CHLORIDE DUST CONTROL	20,230.56	13,968.00	17,000.00	18,033.00	18,050.00
101-446-971.902	GRAVEL FOR ROADS	44,889.96	48,372.00	45,000.00	0.00	50,000.00
101-446-971.903	ANNUAL MAINTENANCE	3,343.65	3,344.00	3,350.00	3,350.00	3,350.00
101-446-971.904	ASPHALT MAINTENANCE				0.00	165,500.00
Street Lighting						
101-450-920.000	UTILITIES	1,340.56	1,365.00	2,500.00	1,400.00	1,400.00
Planning and Zoning						
101-805-702.000	ELECTED SALARIES & WAGES	2,200.20	1,953.00	2,720.00	0.00	0.00
101-805-702.011	NON-ELECTED SALARY & WAGES	0.00	0.00	0.00	2,672.00	3,501.00
101-805-702.200	LONGEVITY	0.00	63.00	32.00	0.00	0.00
101-805-801.000	PROFESSIONAL & CONTRACTED SERVICES	1,867.00	649.00	4,000.00	3,000.00	3,000.00
101-805-801.200	GREATER GRATIOT DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
101-805-801.201	GIS FEES	1,493.00	1,500.00	1,500.00	1,500.00	1,500.00
101-805-801.202	AIRPORT AUTHORITY MEMBERSHIP	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
101-805-860.000	MILEAGE	0.00	0.00	250.00	250.00	250.00
101-805-900.000	PUBLISHING & PRINTING	0.00	0.00	0.00	0.00	0.00
101-805-956.000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
101-805-957.000	CONFERENCES & WORKSHOPS	0.00	295.00	500.00	500.00	500.00
Total Appropriations:		271,942.06	278,464.00	286,732.00	245,882.00	507,985.00
Net of Revenues & Appropriations:		73,345.43	(61,550.00)	21,589.00	83,118.00	(169,835.00)

2018 CAPITAL BUDGET

DEPT RANK	PROJECT DESCRIPTION	2018 Recommended
101-101	Township Board	\$0
101-171	Supervisor	\$0
101-191	Elections	\$0
101-209	Assessor	\$0
101-215	Clerk	\$0
101-247	Board of Review	\$0
101-253	Treasurer	\$0
101-265	Buildings and Grounds	
	1 Admin Carpet Replacement	\$10,000
	2 Computer Replacement Fund	\$6,000
	3 Twp Hall Mower	\$600
	4 Rental Lobby HVAC	\$5,000
	5 Office Painting	\$7,000
	6 Twp Building Sign	\$10,000
101-276	Cemetery	
	1 Mower	\$400
	2 Improvements	\$25,000
101-445	Public Works	
	1 Drains at Large	\$40,000
	2 Undesignated Road Improvements	\$250,000
101-446	Sidewalks	\$5,000
101-450	Street Lighting	\$5,000
101-805	Planning & Zoning	\$0
	Total Capital Purchases	\$364,000

2018 Pine River Twp Fee Schedule

	2014	2015	2016	2017	2018
St. Louis Sewer REU	\$30.00	\$30.00	\$31.00	\$31.00	\$31.00
St. Louis Sewer Tap Fee (per REU)	\$2,650.00	\$2,650.00	\$2,650.00	\$2,650.00	\$2,650.00
St. Louis Sewer (Indirect Connect)	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00
Alma Sewer REU	\$16.00	\$16.00	\$17.00	\$17.00	\$24.00
Alma Sewer Tap Fee (per REU)	\$1,950.00	\$1,950.00	\$1,950.00	\$1,950.00	\$1,950.00
Alma Sewer Tap (Indirect Connect)	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Daily Hall Rental (priority Fri, Sat, Sun, and Holidays)	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00
Two Hour Hall Rental Mon - Thur (others if available)	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00
Zoning Permit (Residential)	\$50.00	\$75.00	\$75.00	\$75.00	\$75.00
Zoning Permit (Residential) - Failure to pre-apply	\$200.00	\$300.00	\$300.00	\$300.00	\$300.00
Zoning Permit (Non-Residential)	\$100.00	\$150.00	\$150.00	\$150.00	\$150.00
Zoning Permit (Non-Residential) - Failure to pre-apply	\$400.00	\$600.00	\$600.00	\$600.00	\$600.00
Site Plan Review (other than reg. sched. mtg)	\$300.00	\$400.00	\$400.00	\$400.00	\$400.00
Request for Rezoning	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00
Zoning Board of Appeals	\$300.00	\$400.00	\$400.00	\$400.00	\$400.00
Photocopy Charge (8 1/2 x 11)	\$0.25	\$0.25	\$0.25	\$0.25	\$0.25
Photocopy Charge (8 1/2 x 14)	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30
Zoning Book	\$10.00	\$10.00	\$20.00	\$20.00	n/a
Cemetery					
a.) 4 adjacent sites	\$200.00	\$200.00	\$250.00	\$250.00	\$400.00
b.) 2 adjacent sites	\$100.00	\$100.00	\$125.00	\$125.00	\$200.00
c.) Non-resident rate 4 adjacent sites	\$600.00	\$600.00	\$750.00	\$750.00	\$400.00
d.) Non-resident rate 2 adjacent sites	\$300.00	\$300.00	\$375.00	\$375.00	\$200.00
Land Division (per split)	\$150.00	\$200.00	\$250.00	\$250.00	\$250.00
Fire and/or Rescue Run (non-resident)	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Mileage Reimbursement (per mile)	\$0.560	\$0.575	\$0.540	\$0.535	\$0.545
Meal Reimbursement - Breakfast	\$12.00	\$12.00	\$14.00	\$14.00	\$14.00
Meal Reimbursement - Lunch	\$18.00	\$18.00	\$20.00	\$20.00	\$20.00
Meal Reimbursement - Dinner	\$30.00	\$30.00	\$32.00	\$32.00	\$32.00
Hotel Accomodations - Receipt Required	n/a	n/a	n/a	n/a	n/a
Extra Meeting Per Diem	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00
Zoning Civil Infraction (per day)					\$500.00
Blight Civil Infraction (per day)					\$500.00
Non-Sufficient Check Charge					\$30.00

General Appropriations Act

A Resolution to Establish a General Appropriations Act for the Township of Pine River; to define the powers and duties of the Pine River 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 Pine River Township resolves:

SECTION 1: TITLE

This resolution shall be known as the Pine River 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 and 141.413, notice of a public hearing on the proposed budget was published in the Morning Sun on Wednesday, March 7, 2018 and a public hearing on the proposed budget was held on Thursday, March 15, 2018.

SECTION 5: ESTIMATED REVENUES

Estimated township general fund revenues for the fiscal year 2018 including an allocated millage of one mill and various miscellaneous revenues shall total \$338,150. A dedicated rate of 1.75 mills for fire and rescue protection will generate approximately \$136,625.

SECTION 6: MILLAGE LEVY

The Pine River 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 amount equal to one mill, as authorized under state law, in addition to 1.75 mills on real property specifically dedicated to covering the costs of fire and rescue services in the Township.

SECTION 7: ESTIMATED EXPENDITURES

Estimated township general fund expenditures for fiscal year 2018 for the various township cost centers are as follows:

101	Township Board	\$63,344.00
171	Supervisor	18,160.00
191	Elections	8,250.00
209	Assessor	27,255.00
215	Clerk	22,010.00
247	Board of Review	2,205.00
253	Treasurer	19,610.00
265	Buildings and Grounds	65,650.00
276	Cemetery	2,450.00
445	Drains at Large	28,000.00
446	Road Commission	236,900.00
450	Street Lighting	1,400.00
805	Planning & Zoning	12,751.00
	TOTAL:	\$507,985.00

SECTION 8: DESIGNATED FUNDS

The following projects and funds are designated to their specific use:

Road Improvement Fund	\$500,000.00
Water/Sewer Development	\$50,000.00
Cemetery Improvements	\$25,000.00

SECTION 9: ADOPTION OF BUDGET BY REFERENCE

The general fund budget of Pine River Township is hereby adopted by reference, with revenues and activity expenditures as indicated in sections 5 and 7 of this act.

SECTION 10: ADOPTION OF BUDGET BY COST CENTER

The Board of Trustees of Pine River Township adopts the 2018 fiscal year general fund budget by cost center. 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 cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

SECTION 11: APPROPRIATION IS 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 township order for expenditures that exceed appropriations.

SECTION 12: TRANSFER AUTHORITY

The Chief Administrative Officer shall have the authority to make transfers among the various cost centers without prior board approval, if the amount to be transferred does not exceed \$500 or 15% of the appropriation item from which the transfer is to be made, whichever is less. 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 13: PERIODIC FISCAL REPORTS

The fiscal officer shall transmit to the board at the end of each month a report of financial operation, including, but not limited to:

1. A summary statement of the actual financial condition of the general fund at the end of the previous month;
2. A summary statement showing the receipts and expenditures and encumbrances for the previous month and for the current fiscal year to the end of the previous month;

3. A detailed list of:
 - a. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; and any revisions in revenues estimated resulting from collection experience to date.
 - b. For each cost center; the amount appropriated; the amount charged to each appropriation in the previous month and for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revision in the estimate of expenditures.

SECTION 14: LIMIT ON OBLIGATIONS AND PAYMENTS

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

SECTION 15: BUDGET MONITORING

Whenever it appears to the Chief Administrative Officer of 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 recommendation 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 16: VIOLATIONS OF THE ACT

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official or employee to disciplinary action as outlined in P.A. 621.

SECTION 17: BOARD ADOPTION

Motion made by _____ supported by _____, to adopt the foregoing resolution. Roll call vote is as follows:

Voting YES: _____

Voting NO: _____

Absent: _____

The Supervisor declared the motion carried and the resolution duly adopted on the 15th day of March 2018.

Andi Whitmore, Clerk

Pine River Township

2018 Fire Fund Budget Estimate

Revenues

Pine River Township Fire Millage is generated based on a levy of 1.75 mills for Non-IFT Real Property. This year's value of \$78,071,507 generates \$136,625 for fire.

Expenditures

St. Louis Area Fire Dept	\$63,000	
Alma Fire Dept	\$56,000	
Sumner-Seville Rescue	\$12,000	
	<hr/>	
Total Expenditures	\$131,000	
Designated funds for future fire capital purchases:		\$160,000
Projected Fund Balance 3/31/18	\$157,363	
Estimated Revenues	\$136,625	
Estimated Expenditures	(\$131,000)	
Designated Funds	\$0	
	<hr/>	
Estimated unbudgeted cash	\$2,988	

Fire Fund Special Assessment Rate Fiscal Year 2018

RESOLUTION TO ESTABLISH THE SPECIAL ASSESSMENT RATE FOR FIRE
AND EMERGENCY SERVICES FOR FISCAL YEAR 2018

The following Resolution was offered by _____ and supported by

_____.

WHEREAS, the Board of Trustees of Pine River Township, by virtue of previous board action, has assumed the obligation of establishing the millage rate to cover in their entirety the costs of providing fire and emergency services to township residents, and

WHEREAS, this rate must be established before the commencement of each new fiscal year, and

WHEREAS, after timely notification of such in the Morning Sun, a newspaper of general circulation within the township, a mandatory public hearing on the subject was held at the Township Hall on Thursday, March 15, 2018 at 7:00 pm;

NOW THEREFORE, BE IT RESOLVED:

1. The special millage rate for Fiscal Year 2018 is established at **1.75 mills**.
2. As required by state legislation, this rate will be collected against **the taxable value** of all real property located within Pine River Township. The taxable value is currently estimated at \$78,071,507.

This resolution was presented to the Board of Trustees at a regular meeting, held at 7:00 p.m. on Thursday, March 15, 2018 at the Township Hall, 1495 W Monroe Rd, Saint Louis, Michigan with the following results:

Voting YES: _____

Voting NO: _____

Absent: _____

Andi Whitmore, Clerk