

**RESOLUTION 22-04
SILVER CREEK TOWNSHIP FISCAL YEAR 2022/2023
GENERAL APPROPRIATIONS RESOLUTION**

The Silver Creek Township Board resolves:

SECTION 1: **Title** – This resolution shall be known as the Silver Creek Township 2022-2023 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 Hearing on the Budget** - Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published February 26, 2022 in the local paper; and a public hearing on the proposed budget was held on March 9, 2022.

SECTION 5: **Estimated Revenues and Expenses for Fiscal year 2022/2023**– Estimated township General Fund Revenues for 2022/2023, including an allocated millage of **.6676** mills, subject to State Mandated rollback for 2022, and various miscellaneous revenues.

<u>Fund</u>	<u>Estimated Revenue</u>	<u>Estimated Expenses</u>
General Fund	\$637,214.00	\$450,831.18
Bldg Department**	\$123,100.00	\$118,943.55
Indian Lake Sewer**	\$212,500.00	\$212,400.00
Parks/Rec*	\$300.00	\$6,800.00
Public Improv.	\$310,000.00	\$268,275.00
Public Safety	\$256,008.04	\$256,008.04

** self-funding

*has a fund balance to cover additional expenses

SECTION 6: **Millage Levy** – The Silver 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 amount equal to **.6676** mills, subject to state mandated rollback, and as set forth by the Tax Allocation Board. The Silver Creek Township Board shall cause to be levied and collected the Fire and Safety Millage on all real and personal property within the township upon the current tax roll an amount equal to **.9726** mills as authorized and approved by the electorate.

SECTION 7: **Adoption of Budget by Reference** – The general fund budget of Silver Creek Township is hereby adopted by reference, with revenues and expenses as indicated in Section 5 of this Act.

SECTION 8: **Adoption of Budget by Cost Center** – The Board of Trustees of Silver Creek Township adopts the 2022/2023 fiscal year general fund budget by cost center/ reference.

SECTION 9: Transfer Authority – The Clerk shall have the authority to make transfers among the various cost centers/reference without prior board approval, if the amount to be transferred does not exceed \$2,000 of the appropriation item from which the transfer is to be made. The Board shall be notified at the next meeting of any such transfers made. Any line item transfers over \$2,000 shall require prior approval of the board.

SECTION 10: Limit on Obligations and Payments – No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation, unless the Clerk, deems a line-item transfer exceeding \$2,000 is appropriate, wherein the board will be notified of such transfer at the next board meeting (see Section 9. Transfer of Authority).

SECTION 11: Payment of Bills – Pursuant to MCLA 41.74, all claims against the Township shall be approved by the Silver Creek Township Board prior to being paid. The Township Board shall receive a list of claims due for approval at the board meeting. The Township Clerk and Treasurer are authorized to pay certain claims (bills) prior to approval by the Township Board to avoid late penalties, service charges, interest, cancellation or an interruption in service. These claims will be included on the list of claims for approval at the next board meeting and noted as paid early.

SECTION 12: Periodic Fiscal Reports – The Fiscal Officer shall transmit to the board at the end of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to: A profit and loss statement for each Fund.

SECTION 13: Budget Monitoring – The Chief Administrative Officer shall report to the Township Board if the actual and probable revenue in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that the 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 or request that the deficit be taken from the appropriate fund balance.

SECTION 14: Authorized salary, hourly and per diem rates – included in the various activities are amounts of the salary, hourly and per diem rates for the officials and employees of the Township as follows:

All Boards and Commissions:	<u>Annual</u>
Member	\$75.00 per diem
ZBA/PC Secretary	\$75.00 per diem
Chairman	\$100.00 per diem
Recording Secretary	\$75.00 per diem
Supervisor	\$34,137.25 annually
Clerk	\$34,928.95 annually
Deputy Clerk	Up to \$20.00 per hour
Treasurer	\$34,928.95 annually
Deputy Treasurer	Up to \$20.00 per hour
Trustees	\$6,743.50 each annually
	\$75.00 per diem for special meetings (Trustees only)
Election Inspectors	\$15.00 per hour
Election Chairperson	\$45.00 additional per day
Assessor	\$40,493.03 annually

Building Administrator	\$39,000.00 annually
Zoning Administrator	up to \$15,000.00 annually
Building Department Clerical	\$12.00 per hour
Assistant to Supervisor/Assessor/Dep. Sup.	\$15.00 per hour
Office Manager	\$150.00 monthly
FOIA Coordinator	\$100.00 monthly
Indian Lake Sewer Clerical	\$100.00 monthly
Cleaning	\$90.00 per cleaning
Blight	up to \$20,000.00 annually
Board of Review Members	\$131.00 full day 65.50 ½ day
Mileage Reimbursement	58.5 cents per mile

PASSED AND ADOPTED by the Legislative Authority of the Political Subdivision on this 9th day of March, 2022.

RESOLUTION R22-04 was offered by Trustee Glynn, supported by Treasurer Kuriata at a meeting on March 9, 2022. The members of the Township Board voted as follows:

Yes (5): Treasurer Kuriata, Clerk Behnke, Supervisor Braman, Trustee Saunders, Trustee Glynn.

No (0):

Absent (0):

The TOWNSHIP SUPERVISOR declared the RESOLUTION adopted.

Mick Braman, Supervisor

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of Resolution 22-04 adopted at the meeting of the Silver Creek Township Board held on March 9, 2022. This meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and the minutes of the meeting will be made available as required by the Open Meetings Act.

Lorri Behnke, Clerk
Township of Silver Creek
Cass County, Michigan