

# Powell Township

## General Appropriations Act (Budget)

A resolution to establish a general appropriations act for Powell Township; to define the powers and duties of the Powell 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 Powell Township ordains (resolves):

### Section 1: Title

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

### Section 2: Chief Administrative Officer

The Supervisor (or other designated official) 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 (or other designated official) 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

For general law townships: Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on 2/21/23 and a public hearing on the proposed budget was held on 3/13/2023

### Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2022-23, including an allocated millage of .8586 mills; voter-authorized millage of 5.0105 mills and various miscellaneous revenues shall **Total \$ 558,897.72.**

### Section 6: Millage Levy

The Powell 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 mills of 5.8691, as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate).

### Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2023-24 for the various township activities (cost centers) are as follows: See attached budgets.

### **Section 8: Adoption of Budget by Reference**

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

### **Section 9: Adoption of Budget by Cost Center**

The Board of Trustees of Powell Township adopts the 2023-24 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 10: 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 11: Periodic Fiscal Reports**

The fiscal officer shall transmit to the board at the end of each 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. a summary statement of the actual financial condition of the general fund at the end of the previous quarter.
- b. a summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter.
- c. a detailed list of:
  - i. 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; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
  - ii. for each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

### **Section 12: Allotment of Appropriations**

No later than the first day of the fiscal year, each department, board, or commission of Powell Township shall submit to the Chief Administrative Officer a statement of proposed allotments of appropriations based on expected periodic requirements. The Chief Administrative Officer shall review, modify, or approve the proposed allotment plan for any cost center.

**Section 12: 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 13: 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 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978) No Personnel Policy on file at Powell Township

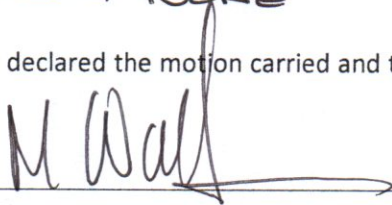
**Section 17: Board Adoption**

Motion made by HUDSON Seconded by DECEMBER to adopt the foregoing resolution. Upon roll call vote, the following voted aye:

TURNER, WALKER, DECEMBER, HUDSON

The following voted nay: NONE

The Supervisor declared the motion carried and the resolution duly adopted on the 21<sup>st</sup> day of March, 2023.



Mitchell Walker  
Township Clerk

POWELL TOWNSHIP GOVERNMENT  
101 Bensinger  
Po Box 319  
Big Bay, MI 49808

FOR SALE AND PURCHASE OF REAL ESTATE  
RESOLUTION

WHEREAS, The Powell Township Board may need to buy or sell real estate in 2023-24

WHEREAS The State of Michigan recognizes the Powell Township Board is the agent that may purchase or sell real estate.

NOW, THEREFORE, BE IT RESOLVED that on March 21, 2023

The Powell Township Board may buy or sell real estate in 2023-24

The foregoing resolution offered by Board Member

HUDSON

Second offered by Board Member

WALKER

Upon roll call vote the following voted aye

TURNER, WALKER,

DEZEMBER, HUDSON

"Nay:

NONE

The Supervisor declared the resolution adopted.

M Walker

Mitchell Walker, Clerk

Date

Powell Township Government  
101 Bensinger  
PO Box 319  
Big Bay, MI 49808  
(906) 345-9345  
Powelltownship.org

### RESOLUTION TO ESTABLISH SALARY

BE IT RESOLVED, that this resolution is subject to MCLA 41.95 (3). In a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board.

BE IT RESOLVED, that as of April 1, 2023 the salary of the supervisor, clerk, treasurer, trustees shall be as follows :

Supervisor: \$ 10,000 per year

Clerk: \$ 12,000 per year

Treasurer: \$ 11,000 per year

Trustee: \$ \$65.00 per meeting

The foregoing resolution offered by board member DECEMBER

Supported by board member WALKER

Upon a roll call vote Aye TURNER, WALKER, DECEMBER, HUDSON

'nay" NONE

The supervisor declared the resolution adopted. On MARCH 21, 2023

Powell Township Clerk M. Way

Kelli Santilli, Treasurer  
Karen December, Trustee

Darlene Turner, Supervisor

Mitch Walker, Clerk  
Denise Hudson, Trustee



Powell Township Government  
101 Bensingers  
PO Box 319  
Big Bay, MI 49808 (906)

Powelltownship.org

## RESOLUTION FOR SUMMER AND WINTER TAX COLLECTION

Whereas, the Powell Township Board would like to continue with the arrangement for the Powell Township Treasurer to collect on Summer taxes, a 1% administration fee, and a 1% first day late penalty fee and 1% fee on the 1<sup>st</sup> of each month thereafter.

Whereas, the Powell Township Board authorizes the Powell Township Treasurer to collect on Winter taxes levied a 1% administration fee.

Therefore, be it resolved, the Powell Township Board adopts this Resolution for the Powell Township Treasurer to collect the administration fee for 2023-2024 summer and winter taxes levied and penalty fees for the 2023-2024 summer tax levied on all Real, Personal and CFR properties within the boundaries of Powell Township.

Motion to Adopt Resolution by: DECEMBER

Seconded by: TURNER

Roll call vote:

Yes TURNER, WALKER, DECEMBER, HUDSON

No: NONE

Absent: SANTILLI

Supervisor declares resolution Passed

Powell Township Clerk

A handwritten signature in black ink, appearing to read "M. Walker", is written over a horizontal line.

Date 3/21/23

Township of Powell

Resolution for Powell Township Treasurer to Invest Funds

WHEREAS, the Powell Township Treasurer request permission to invest funds from the Powell Township Funds: Powell Township General Funds, Water Funds, Sewer Funds, Donated Funds, and Road Funds in banks to increase interest.

THEREFORE BE IT RESOLVED the Powell Township Board allows the Township Treasurer to invest funds from Powell Township General Funds, Water Funds, Sewer Funds, Donated Funds, and Road Funds from April 1<sup>st</sup>, 2023 to March 31<sup>st</sup>, 2024.

Motioned by:

~~THOMAS~~ WALKER

Supported by:

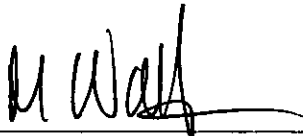
DECEMBER

Roll Call Vote: AYE: TURNER, WALKER, DECEMBER, HUDSON  
NAY: NONE

Absent:

SANTILLI

Supervisor declares resolution approved.



Mitchell Walker, Clerk

MARCH 21, 2023

Date