

Marlette Township

2020-2021

**ANNUAL MEETING OF ELECTORS
& BUDGET HEARING**

Thursday, March 26, 2020 5:30PM

Marlette Township Municipal Offices
6725 Airport Road
Marlette, Michigan 48453

"Proudly serving the community since 1856"

Visit us on the web:
www.marlettetownship.org

March 26, 2020

Dear Township Resident,

As the 2020-2021 fiscal year is upon us I would like to take the time to highlight some of the Township Government's accomplishments:

- Over \$35,000.00 spend on adding gravel to roads.
- Several culvert's replaced.
- RB&B building and grounds building renovations and septic field.
- The Planning Commission has been busy working on updating various ordinances the Township Master Plan and have worked on the creation of new ordinances that were recommended by legal counsel, our Insurance provider and the Michigan Townships Association.
- We have continued to provide office hours on Mondays from 9:00am to 4:00pm.
- We have maintained our Township's website www.marlettetownship.org to provide better service to our residents.
- We have continued to see a large increase in the number of inspections needed for building permits.
- In the 2019-2020 Road Season we added a double application of brine twice during the spring/summer season and again will do that this upcoming year.
- Our 2020 paving project will focus on Montgomery Rd from M-53 to Butler Rd.

This is just a snapshot of some of the things that your tax dollars have provided. The Township Board consistently looks for ways to improve the operation and provide services to the Township Residents.

We thank you for your continued support in the ensuing fiscal year!

Nathan L. Smith

Township Supervisor

**2020-2021
TOWNSHIP BOARD
MEMBERS**

Nathan L. Smith
Supervisor

Cheryl A. Gould
Clerk

Traci L. Sisson
Treasurer

Glen A. Phillips
Trustee

Dale R. Wood
Trustee

**2020-2021
BOARD OF REVIEW
MEMBERS**

Donald Sager
Chairperson

Kim Hart
Member/Asst. Secretary

Kirk Dale, Sr.
Member

Jayne Lefler
Alternate Member

William Nichols
Alternate Member

**2020-2021
APPOINTED
OFFICIALS**

Daniel T. Redman, Jr.
Deputy Supervisor

Rachel Hager
Deputy Clerk

Annette Sager
Deputy Treasurer

Connie Lipka
Assessor

Phil Roach
Airport Manager

Ronald Coltson
Fire Authority

**2020-2021
PLANNING
COMMISSION**

Donald Sager
Chairperson

Kay Taylor
Secretary

Donald Adamczyk.
Member

Phillips Macumber
Member

Fred Abel
Member

Nathan Hager
Member

Glen Phillips
Member-Twp. Board Rep

**2020-2021
ZONING BOARD OF
APPEALS**

Donald Sager
Chairperson

John Herman
Secretary

Duane Cumper
Member

Steve Joy
Member

Leonard Zeigler
Alternate Member

Janson Parker
Alternate Member

Dale Wood
Member-Twp. Board Rep



2020 ANNUAL MEETING OF ELECTORS

2020-2021 FISCAL YEAR SALARY / WAGES / PER DIEM AMOUNTS FOR TOWNSHIP OFFICIALS

SALARY – ELECTED OFFICIALS:

Supervisor	\$9,455.00
Clerk	\$12,644.00
Treasurer	\$12,644.00
Trustee	\$2,453.00

SALARY – APPOINTED OFFICIALS:

Deputy Supervisor	\$500.00
Deputy Clerk	\$500.00
Deputy Treasurer	\$500.00

PRINTING OF TAX NOTICES – TREASURER:	\$1,030.00 per/year.
ASSESSORS CONTRACT (Per Year):	\$11,470.00

ZONING ADMINISTRATOR:

Retainer Fee	\$3,000.00
Land Divisions	\$60.00
Site Inspections – Residential	\$50.00 per inspection
Site Inspections – Commercial	\$100.00 per inspection
Ordinance Enforcement	\$3,000.00

BOARD OF REVIEW:

Per day (6-hours)	\$100.00
Half day	\$50.00

PLANNING COMMISSION and

ZONING BOARD OF APPEALS (per meeting):

Chairperson	\$100.00
Secretary	\$80.00
Members	\$60.00

AIRPORT MANAGER: \$4,000.00

FIRE AUTHORITY

REPRESENTATIVE:

\$60.00/meeting, up to 12 per yr.

ELECTION INSPECTORS:

Chairperson	\$510.00 per election
Deputy Chairperson	\$13.00 /hr.
Inspectors	\$12.00/hr.



Marlette Township

ANNUAL MEETING OF ELECTORS MEETING AGENDA

Thursday, March 26, 2020 5:30PM
Marlette Township Offices 6725 Airport Rd Marlette, MI

- I. Call to Order at: _____
- II. Pledge of Allegiance: Glen Phillips
- III. Additions to / Approval of Agenda: Motion by _____ to approve/correct the agenda as presented, second by _____.
- IV. Approval of Minutes from March 19, 2019 Annual Meeting of Electors. Motion by _____, second by _____. (*Unapproved Copy of Minutes are on page 6 of this document*)
- V. Accomplishments/Goals for upcoming year and Presentations:
 - a.) Presentation – Timothy Wrathell – Candidate for Circuit Court Judge
- VI. Officials Salaries – Accept or Change recommendations:
 - a.) SUPERVISOR: Resolution by board is to maintain the Salary at \$9,455.00.
*Motion by _____ to set the supervisors salary at _____, second by _____.
 - b.) CLERK: Resolution by board is to maintain the Salary at \$12,644.00.
*Motion by _____ to set the clerk's salary at _____, second by _____.
 - c.) TREASURER: Resolution by board is to maintain the Salary at \$12,644.00.
*Motion by _____ to set the treasurer's salary at _____, second by _____.
 - d.) TRUSTEE: Resolution by the board is to maintain the trustee Salary at \$2,453.00.
*Motion by _____ to set the trustee's salary at _____, second by _____.
 - e.) Approval of other salaries/wages/per diems as outlined on page 4.
*Motion by _____ to approve the other salaries/wages/per diems as provided, second by _____.
- VII. Public Comment:
- VIII. Adjournment: Motion by _____ for adjournment, second by _____.

**MINUTES
TOWNSHIP OF MARLETTE
ANNUAL MEETING OF ELECTORS
TUESDAY, MARCH 19, 2019**

Marlette Township Offices 6725 Airport Rd Marlette, MI

Supervisor Nathan Smith called the Annual Meeting of Electors to order at 5:30pm.

TOWNSHIP BOARD MEMBERS PRESENT:

Supervisor Nathan Smith, Clerk Cheryl A. Gould, Treasurer Traci L. Sisson,
Trustee Glen A. Phillips, Trustee Dale R. Wood.

PLEDGE OF ALLEGIENCE:

Trustee Phillips led the pledge of allegiance.

APPROVAL OF / ADDITIONS TO AGENDA:

Motion by Wood to approve the agenda as presented, second by Gould. MOTION CARRIED.

ACCOMPLISHMENTS/GOALS FOR UPCOMING YEAR AND PRESENTATIONS:

Supervisor Smith spoke about items the Township has accomplished for the past year. A Certificate of Appreciation was presented to Yvonne Houey for the countless hours she has donated to keeping the Township Offices and Airport Terminal clean.

OFFICIALS SALARIES:

- a. SUPERVISOR: A motion was offered by Gould to maintain the Supervisors Salary at \$9,270.00. Second by Sisson. MOTION CARRIED.
- b. CLERK: A motion was offered by Sisson to maintain the Clerk's Salary at \$12,396.05. Second by Wood. MOTION CARRIED.
- c. TREASURER: A motion was offered by Gould to maintain the Treasurer's Salary at \$12,396.05. Second by Phillips. MOTION CARRIED.
- d. TRUSTEE: A motion was offered by Gould to maintain the Trustee Salary at \$2,405.00. Second by Sisson. MOTION CARRIED.
- e. OTHER SALARIES/WAGES/PER DIEMS: A motion by Gould to approve the 2019-2020 Salary/Wages/Per Diem amounts for Township Officials as presented on page 4 of the Annual Meeting of Electors & Budget Hearing booklet. Second by Phillips. MOTION CARRIED.

PUBLIC COMMENT: None

ADJOURNMENT:

A motion for adjournment by Gould, second by Phillips. Meeting Adjourned at 5:39pm.

_____ Date Approved: ____/____/_____
Cheryl A. Gould, Clerk

2020 BUDGET PUBLIC HEARING



Marlette Township

BUDGET PUBLIC HEARING MEETING AGENDA

Thursday, March 26, 2020 5:30PM
Marlette Township Offices 6725 Airport Rd Marlette, MI

- IX. **Call to Order at:** _____
- X. **Additions to / Approval of Agenda:** Motion by _____ to approve/correct the agenda as presented, second by _____.
- XI. **Approval of budget public hearing minutes from March 19, 2019:**
*Motion by _____, to approve/correct minutes, Support by: _____
- XII. **Discussion/Explanations/Comments on proposed 2020-2021 budget:**
General Fund, Airport Fund, Road Fund, Fire Fund, Capital Outlay, Marlette Fire Authority.
- XIII. **Public hearing closed:** Public Hearing declared closed at _____
- XIV. **Adoption of the Proposed 2020-2021 budget:**
- a) **GENERAL FUND:** *Motion by _____ to adopt the proposed 2020-2021 General Fund budget as presented/corrected, support by _____.
 - b) **AIRPORT FUND:** *Motion by _____ to adopt the proposed 2020-2021 Airport Fund budget as presented/corrected, support by _____.
 - c) **ROAD FUND:** *Motion by _____ to adopt the proposed 2020-2021 Road Fund budget as presented/corrected, support by _____.
 - d) **FIRE FUND:** *Motion by _____ to adopt the proposed 2020-2021 Fire Fund budget as presented/corrected, support by _____.
 - e) **CAPITAL OUTLAY FUND:** *Motion by _____ to adopt the proposed 2020-2021 Capital Fund budget as presented/corrected, support by _____.
 - f) **MARLETTE FIRE AUTHORITY:** *Motion by _____ to adopt the proposed 2020-2021 Marlette Fire Authority budget as presented/corrected, support by _____.

- XV. Motion by_____ to conform to the application of general accepted government accounting principles, the board authorizes the Supervisor, Clerk, and Treasurer to make necessary transfers and amendments to the 2020-2021 Marlette Township budgets as needed, Support by_____.
- XVI. Motion by_____ to authorize the Supervisor, Clerk, and Treasurer to establish new revenue and expenditure line items within the adopted 2020-2021 budgets in the ensuing year as deemed necessary. The purpose of this action is to provide for specific line items to replace miscellaneous line items within the revenue and expenditure budgets, Support by: _____.
- XVII. Adjournment: Motion by_____ for adjournment, second by _____.

**MINUTES
TOWNSHIP OF MARLETTE
BUDGET PUBLIC HEARING
TUESDAY, MARCH 19, 2019 5:30PM**

Marlette Township Offices 6725 Airport Rd Marlette, MI

Supervisor Nathan Smith called the Annual Meeting of Electors to order at 5:40pm.

TOWNSHIP BOARD MEMBERS PRESENT:

Supervisor Nathan Smith, Clerk Cheryl A. Gould, Treasurer Traci L. Sisson,
Trustee Glen A. Phillips, Trustee Dale R. Wood.

APPROVAL OF / ADDITIONS TO AGENDA:

Motion by Wood to approve the agenda as presented, second by Phillips. MOTION CARRIED.

APPROVAL OF BUDGET PUBLIC HEARING MINUTES FROM MARCH 13, 2018:

Motion by Wood to approve the minutes with the correction from March 14th to March 13th, 2018, second by Gould. MOTION CARRIED.

DISCUSSION/EXPLANATION/COMMENTS ON PROPOSED 2019-2020 BUDGET:

Supervisor Smith and members of the Township Board went through the proposed 2019-2020 proposed budget (General Fund, Airport Fund, Road Fund, Fire Fund, Capital Outlay and Marlette Fire Authority) and explained various line items and answered any questions from the public body present for the meeting.

PUBLIC BUDGET HEARING CLOSED:

Supervisor Smith declared the Budget Public Hearing closed at 6:27pm

ADOPTION OF THE PROPOSED 2019-2020 BUDGET:

- a) GENERAL FUND: Motion by Gould to adopt the proposed 2019-2020 General Fund Budget as presented, Second by Wood. MOTION CARRIED.
- b) AIRPORT FUND: Motion by Phillips to adopt the proposed 2019-2020 Airport Fund Budget as presented, Second by Wood. MOTION CARRIED.
- c) ROAD FUND: Motion by Wood to adopt the proposed 2019-2020 Road Fund Budget as presented, Second by Philips. MOTION CARRIED.
- d) FIRE FUND: Motion by Gould to adopt the proposed 2019-2020 Fire Fund budget as presented, second by Wood. MOTION CARRIED.
- e) CAPITAL OUTLAY FUND: Motion by Glen to authorize the Treasurer to close the Capital Outlay Account as recommended and transfer the balance to the General Fund Account, second by Gould. MOTION CARRIED.
- f) MARLETTE FIRE AUTHORITY: Motion by Sisson to adopt the proposed 2019-2020 Marlette Fire Authority budget as presented, second by Phillips. MOTION CARRIED.

g) APPLICATION OF GENERAL ACCEPTED GOVERNMENT ACCOUNTING PRINCIPLES:

Motion by Phillips to conform to the application of general accepted government accounting principles, the board authorizes the Supervisor, Clerk and Treasurer to make necessary transfers and amendments to the 2019-2020 Marlette Township Budgets as needed, second by Wood. MOTION CARRIED.

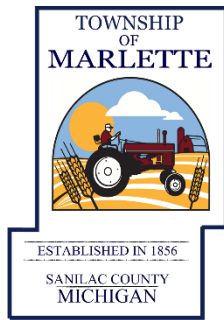
h) ESTABLISHMENT OF NEW REVENUE AND EXPENDITURE LINE ITEMS:

Motion by Phillips to authorize the Supervisor, Clerk and Treasurer to establish new revenue and expenditure line items within the adopted 2019-2020 budgets in the ensuing year as deemed necessary. The purpose of this action is to provide for specific line items to replace miscellaneous line items within the revenue and expenditure budgets, second by Wood. MOTION CARRIED.

ADJOURNMENT:

Motion by Wood for adjournment, support by Gould. MOTION CARRIED.

_____ Date Approved: ____/____/_____
Cheryl A. Gould, Clerk



Marlette Township

"Proudly serving the Community since 1856"

Budget Public Hearing

March 26, 2020 5:30PM

GENERAL FUND REVENUES BUDGET

Revenues of approximately \$400,000 of Marlette Township consists of property taxes, millage's, licenses, state shared revenue, interest, rents and miscellaneous income spread out over the General Fund, Road Fund, Airport Fund, Fire Fund, and Capital Outlay accounts.

Policy Recommendations for Board Action

Budget is based on approval of tax rates in excess of "truth in taxation" limitation. This increase will provide for 2.4% more in tax revenues.

Past Policy Actions Affecting Revenue Levels

Continuation of 1% Tax Administration fee will provide \$15,000 in revenue to particularly offset costs of tax assessing, collection, and other administrative costs.

Explanation of Changes in Revenues

1. No significant increases in tax revenues due to 'Headlee' rollbacks.
2. State Revenue Sharing projected amounts have been on the incline:
Projected 2020: \$158,567 and Projected 2021: 161,513.00.



TOWNSHIP OF MARLETTE

GENERAL FUND

Statement of Revenues

April 1, 2020 through March 31, 2021

	Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
Starting Fund Balance as of April 1st:	\$230,046.59	\$284,923.73	\$284,923.73	\$284,923.73		
Property Taxes						
101 000 026 Real Property Taxes	\$48,274.13	\$45,000.00	\$45,000.00	\$34,070.67	\$45,000.00	
101 000 407 Delinquent Property Taxes	\$3,194.88	\$3,000.00	\$3,000.00	\$3,657.78	\$3,000.00	
101 000 410 Tax Administration Fee	\$16,631.96	\$17,000.00	\$17,000.00	\$12,413.75	\$16,000.00	
Total - Property Taxes	\$68,100.97	\$65,000.00	\$65,000.00	\$50,142.20	\$64,000.00	\$0.00
Licenses, Permits & Inspections						
101 000 487 Mobile Home Fees	\$264.00	\$0.00	\$0.00	\$200.20	\$0.00	
101 000 519 ZBA / PC Special Meetings Fees	\$1,955.94	\$500.00	\$500.00	\$5,187.70	\$2,000.00	
101 000 520 Zoning Permits - Site Inspections	\$2,050.00	\$1,000.00	\$1,000.00	\$1,040.00	\$1,000.00	
101 000 521 Land Division Fees	\$360.00	\$0.00	\$0.00	\$250.00	\$0.00	
101 000 521A Burial Permit Fees	\$0.00	\$1,500.00	\$1,500.00	\$1,498.00	\$1,500.00	
101 000 521B Summer Tax Collection Fee	\$3,050.00	\$0.00	\$0.00	\$3,077.50	\$3,050.00	
Total - Licenses, Permits & Inspections	\$7,679.94	\$3,000.00	\$3,000.00	\$11,253.40	\$7,550.00	\$0.00
Intergovernmental						
101 000 574 State Shared Revenues	\$149,656.00	\$148,000.00	\$148,000.00	\$129,622.00	\$158,000.00	
Total - Intergovernmental	\$149,656.00	\$148,000.00	\$148,000.00	\$129,622.00	\$158,000.00	\$0.00
Charges for Services						
101 000 640 Miscellaneous Charges		\$0.00	\$0.00	\$0.00	\$0.00	

Total - Charges for Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interests and Rents							
101 000 664	Interest Income	\$1,641.97	\$700.00	\$700.00	\$5,597.70	\$5,000.00	
Total - Interests and Rents		\$1,641.97	\$700.00	\$700.00	\$5,597.70	\$5,000.00	\$0.00
Other Revenue							
101 000 673B	Sale of Tax Roll	\$933.50	\$400.00	\$400.00	\$0.00	\$0.00	
101 000 982	Miscellaneous Income (Blight FourWO Reimburse	\$4,800.00	\$0.00	\$0.00	-\$9,646.21	\$0.00	
101 000 982A	Penalty Personal Tax	\$30.36	\$0.00	\$0.00	\$22.29	\$0.00	
Total - Other Revenue		\$5,763.86	\$400.00	\$400.00	-\$9,623.92	\$0.00	\$0.00
Other Sources							
101 000 692	Reimbursements - Miscellaneous	\$0.00	\$0.00	\$0.00	\$481.24	\$0.00	
101 000 692A	Reimbursements - Audits - Airport	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
101 000 692B	Reimbursements - Liability - Acc. Fund	\$479.94	\$400.00	\$400.00	\$900.00	\$400.00	
101 000 692C	Reimbursements - Elections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
101 000 692D	Reimbursements - Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
402 000 699	Contingency Fund	\$3,094.00	\$0.00	\$0.00	\$0.00	\$0.00	
402 000 664	Capital Outlay Interest	\$3.22	\$0.00	\$0.00	\$0.00	\$0.00	
Total - Other Sources		\$3,577.16	\$400.00	\$400.00	\$1,381.24	\$400.00	\$0.00
TOTAL REVENUES AND OTHER SOURCES:		\$236,419.90	\$217,500.00	\$217,500.00	\$188,372.62	\$234,950.00	\$0.00
TOTAL REVENUES AND FUND BALANCE:		\$466,466.49	\$502,423.73	\$502,423.73	\$473,296.35		\$0.00

Expenditures Budget By Activity/Cost Center

Township Board—Activity 101-103

The township board is the legislative body of township government. The board of Marlette Township consists of five members, all of whom are elected for four-year terms. The board consists of the supervisor, clerk, treasurer and two trustees. It has the power to adopt ordinances and set township policy. It is the duty and responsibility of the township board to formally adopt the township budget after the required public hearing. Expenses include salaries of the trustees, association dues, education and training costs, and miscellaneous expenses.

Policy Recommendations for Board Action

No Recommendations.

Past Policy Actions Affecting Service Levels or Current Costs

1. Board voted to collect summer property taxes if requested by any or all of the several school districts and/or the intermediate school district.
2. The board adopted a resolution to levy a 1 percent property tax administration fee on all property taxes collected prior to February 15.

Explanation of Changes in Costs

1. No Recommended Changes



TOWNSHIP OF MARLETTE

GENERAL FUND

Statement of Expenditures April 1, 2020 through March 31, 2021

	Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
101-103 Township Board						
Personnel Services:						
101 103 702 Trustee Salaries & Wages	\$4,208.75	\$4,810.00	\$4,810.00	\$3,607.50	\$4,906.00	
101 103 703 FICA - Employers Share	-\$970.66	\$8,000.00	\$8,000.00	-\$776.66	\$9,000.00	
FICA (TAX 941 FICA)	\$13,285.23			\$11,151.23		
Total Personnel Services:	\$16,523.32	\$12,810.00	\$12,810.00	\$13,982.07	\$13,906.00	\$0.00
Operating Supplies:						
101 103 727 Office Supplies	\$2,387.06	\$5,000.00	\$5,000.00	\$2,599.05	\$5,000.00	
Total Operating Supplies:	\$2,387.06	\$5,000.00	\$5,000.00	\$2,599.05	\$5,000.00	\$0.00
Other Charges & Services:						
101 103 807 Audit Fees	\$3,827.50	\$3,900.00	\$3,900.00	\$4,625.00	\$5,000.00	
101 103 826 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
101 103 853 Telephone, Internet	\$2,572.65	\$3,000.00	\$3,000.00	\$2,317.26	\$3,000.00	
101 103 860 Transportation (Mileage Allowance)	\$0.00	\$200.00	\$200.00	\$76.38	\$200.00	
101 103 864 Seminars & Workshops	\$0.00	\$0.00	\$0.00	\$818.00	\$500.00	
101 103 900 Printing/Publishing	\$1,720.00	\$2,000.00	\$2,000.00		\$2,000.00	
101 103 910 Insurance	\$0.00	\$0.00	\$0.00	\$859.00	\$0.00	
101 103 956 Miscellaneous Expenses		\$0.00	\$0.00		\$0.00	
101 103 958 Memberships & Dues	\$1,176.47	\$1,200.00	\$1,200.00		\$1,200.00	
Total Other Charges & Services:	\$9,296.62	\$10,300.00	\$10,300.00	\$8,695.64	\$11,900.00	\$0.00
101-103 Total - Township Board	\$28,207.00	\$28,110.00	\$28,110.00	\$25,276.76	\$30,806.00	\$0.00

Township Supervisor—Activity 101-175

The supervisor is the elected chief executive of the township. Duties and responsibilities include: chairman of the township board; sign/execute all contracts approved by the board; direct the timely preparation of the township budget; manage the budget after formal adoption by the board; oversee the assessing activity. Expenses include salaries and wages, office supplies, mileage and travel expense, education and training, and miscellaneous expense.

Policy Recommendations for Board Action

None

Past Policy Action Affecting Service Levels or Current Costs

Changing board meetings agendas to include a "Consent Agenda" has enhanced township board meeting efficiency.

Explanation of Changes in Costs

None

101-175 Township Supervisor						
Personnel Services:						
101 175 702	Supervisor - Salaries & Wages	\$9,270.00	\$9,270.00	\$9,270.00	\$6,952.50	\$9,455.00
101 175 702	Supervisor - FICA	-\$1,716.65	\$0.00	\$0.00	-\$1,282.99	\$0.00
101 175 703	Deputy Supervisor - Salary	\$500.00	\$500.00	\$500.00	\$375.00	\$500.00
101 175 703	Deputy Supervisor - FICA	\$0.00	\$0.00	\$0.00		\$0.00
Total Personnel Services		\$8,053.35	\$9,770.00	\$9,770.00	\$6,044.51	\$9,955.00
Operating Supplies:						
101 175 727	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Supplies:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Charges & Services:						
101 175 860	Transportation (Mileage Allowance)	\$0.00	\$100.00	\$100.00	\$0.00	\$200.00
101 175 864	Seminars & Workshops	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00
101 175 958	Memberships & Dues	\$0.00	\$10.00	\$10.00	\$0.00	\$10.00
Total Other Charges & Services:		\$0.00	\$610.00	\$610.00	\$0.00	\$710.00
101-175 Total - Township Supervisor		\$8,053.35	\$10,380.00	\$10,380.00	\$6,044.51	\$10,665.00

Elections—Activity 101-193

The “elections” function is supervised by the township clerk. It could logically be budgeted within the clerk’s activity, except for the fact that the Municipal Finance Officers Association recommends that election expenses be budgeted separately by every local unit throughout the country. The township, by statute, must bear the expenses of all general elections, including wages paid to election inspectors, ballots and supplies, related mileage expense, purchase and servicing of voting machines, printing election notices, etc.

Policy Recommendations for Board Action

None.

Past Policy Actions Affecting Service Levels or Current Costs

None

Explanation of Changes in Costs

- Increases to Salaries and Wages along with other line items are also necessary to prepare for national and state and local elections. Each year these amounts may change based on the number of expected and type of elections.

101-193 Election Commission						
Personnel Services:						
101 193 702	Salaries & Wages	\$1,604.50	\$2,600.00	\$2,600.00		\$3,000.00
Total Personnel Services:		\$1,604.50	\$2,600.00	\$2,600.00	\$0.00	\$3,000.00
Operating Supplies:						
101 193 727	Office Supplies	\$443.00	\$1,000.00	\$1,000.00	\$358.99	\$1,000.00
101 193 730	Postage	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00
Total Operating Supplies:		\$443.00	\$1,150.00	\$1,150.00	\$358.99	\$1,150.00
Other Charges & Services:						
101 193 860	Transportation (Mileage Allowance)	\$0.00	\$100.00	\$100.00		\$100.00
101 193 900	Printing/Publishing	\$817.08	\$850.00	\$850.00	\$155.58	\$850.00
101 193 956	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00		\$0.00
101 193 960	Seminars & Workshops	\$0.00	\$0.00	\$0.00		\$0.00
101 193 982	Equipment Maintenance	\$0.00	\$0.00	\$0.00		\$0.00
101 193 982A	Equipment Repair	\$0.00	\$0.00	\$0.00		\$0.00
Total Other Charges & Services:		\$817.08	\$950.00	\$950.00	\$155.58	\$950.00
101-193 Total - Election Commission		\$2,864.58	\$4,700.00	\$4,700.00	\$514.57	\$5,100.00

Assessor—Activity 101-209

The assessor is appointed by the township board and serves at the pleasure of the board. This individual must be certified at the required state level. Responsibilities include annual assessment of all real and personal property of the unit, maintenance of a property assessment record, preparation of assessment and tax rolls, and certification of tax rolls. Expenses include salaries and wages, maps and supplies, printing of assessment and tax rolls, mileage and travel, education and training and miscellaneous expenses.

Policy Recommendations for Board Actions

No Recommendations.

Past Policy Actions Affecting Service Levels or Current Costs

None.

Explanation of Changes in Costs

No significant changes in activity are anticipated.

		Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
101-209 Assessing							
Other Charges & Services:							
101 209 702	Assessing Contract - Salary	\$11,470.00	\$11,468.00	\$11,468.00	\$9,769.38	\$16,412.25	
101 209 702	Assessing Contract - FICA	\$0.00	\$0.00	\$0.00		\$0.00	
101 209 702	AB Card Preparation	\$0.00	\$0.00	\$0.00		\$0.00	
101 209 730	Postage	\$1,431.59	\$1,000.00	\$1,000.00	\$473.00	\$1,000.00	
101 209 833	Tax Roll Preparation	\$272.50	\$300.00	\$300.00	\$285.45	\$300.00	
101 209 956	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00		\$0.00	
101 209 982	BS&A Software/Other Software	\$1,071.00	\$1,100.00	\$1,100.00	\$1,097.00	\$1,100.00	
Total Other Charges & Services:		\$14,245.09	\$13,868.00	\$13,868.00	\$11,624.83	\$18,812.25	\$0.00
101-209	Total - Assessing	\$14,245.09	\$13,868.00	\$13,868.00	\$11,624.83	\$18,812.25	\$0.00

Township Attorney—Activity 101-210

The Township Attorney represents the Township in general counsel matters. Our Township is currently represented by Brian Garner of Taylor, Butterfield, Howell, Churchill & Garner P.C. of Lapeer.

Policy Recommendations for Board Action

None.

Explanation of Changes in Costs

None

101-210 Township Attorney							
Other Charges & Services:							
101 210 801	Contractual Attorney Fees	\$11,266.82	\$10,000.00	\$10,000.00	\$3,516.40	\$10,000.00	
101 210 956	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00		\$0.00	
Total Other Charges & Services:		\$11,266.82	\$10,000.00	\$10,000.00	\$3,516.40	\$10,000.00	\$0.00
101-210	Total - Township Attorney	\$11,266.82	\$10,000.00	\$10,000.00	\$3,516.40	\$10,000.00	\$0.00

Township Clerk—Activity 101-215

The township clerk is an elected member of the township board. Duties and responsibilities include clerk of the board with responsibility for minutes of meetings, detailed accounting records, preparation of financial reports, supervision of the election function and general record keeper of the township. The clerk is normally the individual contacted by outside sources regarding township business/services, receives bills from vendors, correspondence from the state of Michigan and federal government, etc. Expenses include wages and salaries, office supplies, mileage and travel, education and training and miscellaneous expenses.

Policy Recommendations for Board Action

None.

Explanation of Changes in Costs

None

101-215 Township Clerk						
Personnel Services:						
101 215 702	Clerk - Salaries & Wages	\$12,396.04	\$12,396.05	\$12,396.05	\$9,297.03	\$12,644.00
101 215 702	Clerk - FICA	-\$2,400.63	\$0.00	\$0.00	-\$1,795.96	\$0.00
101 215 703	Deputy Clerk - Salary	\$500.00	\$500.00	\$500.00	\$375.00	\$500.00
101 215 703	Deputy Clerk - FICA	\$0.00	\$0.00	\$0.00		\$0.00
Total Personnel Services:		\$10,495.41	\$12,896.05	\$12,896.05	\$7,876.07	\$13,144.00
Operating Supplies:						
101 215 727	Office Supplies		\$0.00	\$0.00		\$0.00
Total Operating Supplies:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Charges & Services:						
101 215 730	Postage	\$0.00	\$0.00	\$0.00		\$0.00
101 215 860	Transportation (Mileage Allowance)	\$0.00	\$100.00	\$100.00	\$47.88	\$100.00
101 215 864	Seminars & Workshops	-\$475.50	\$1,000.00	\$1,000.00		\$1,000.00
101 215 900	Publishing/Printing	\$0.00	\$0.00	\$0.00		\$0.00
101 215 956	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00		\$0.00
101 215 958	Memberships & Dues	\$0.00	\$20.00	\$20.00	\$10.00	\$20.00
101 215 982	Equipment	\$0.00	\$500.00	\$500.00		\$500.00
Total Other Charges & Services:		-\$475.50	\$1,620.00	\$1,620.00	\$57.88	\$1,620.00
101-215	Total - Township Clerk	\$10,019.91	\$14,516.05	\$14,516.05	\$7,933.95	\$14,764.00
						\$0.00

Board of Review—Activity 101-245

The Board of Review is a three-member board of Township taxpayers appointed annually by the Township Board. The Board of Review meets each March to receive petitions from property owners requesting valuation adjustments to their property and each July and December to consider administrative corrections to the tax roll.

Policy Recommendations for Board Action

None.

Explanation of Changes in Costs

None.

101-245 Board of Review						
Personnel Services:						
101 245 725	Salaries & Wages	\$942.50	\$1,200.00	\$1,200.00	\$100.00	\$1,200.00
Total Personnel Services		\$942.50	\$1,200.00	\$1,200.00	\$100.00	\$1,200.00
Operating Supplies:						
101 245 727	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-245	Total - Board of Review	\$942.50	\$1,200.00	\$1,200.00	\$100.00	\$1,200.00
						\$0.00

Township Treasurer—Activity 253

The township treasurer is an elected member of the township board. Duties and responsibilities include being custodian of all monies and investments belonging to the township, recording cash and investments and funds to where they belong, collecting and distributing annual property tax levies and investing surplus funds in accordance with township policy. Expenses include salaries and wages, postage and office supplies, mileage and travel expenses, education and training, new calculator and miscellaneous expenses.

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

None

Explanation of Changes in Costs

1. Salary of the treasurer was increased by 2% in an effort to bring the salary in-line with salaries from similar sized Townships based on a wage study provided by the Michigan Townships Association
2. Office supplies budget reflects tax notices and postage for summer tax collections (costs must be budgeted).

		Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
101-253 Treasurer							
Personnel Services:							
101 253 702	Treasurer - Salaries & Wages	\$12,396.04	\$12,396.05	\$12,396.05	\$9,554.53	\$12,644.00	
101 253 702	Treasurer - FICA	-\$2,463.74	\$0.00	\$0.00	-\$1,843.29	\$0.00	
101 253 702	Printing Tax Notices	\$1,030.00	\$1,030.00	\$1,030.00	\$515.00	\$1,030.00	
101 253 703	Deputy Treasurer - Salary	\$500.00	\$500.00	\$500.00	\$375.00	\$500.00	
101 253 703	Deputy Treasurer - FICA	-\$59.49	\$0.00	\$0.00	-\$44.62	\$0.00	
Total Personnel Services:		\$11,402.81	\$13,926.05	\$13,926.05	\$8,556.62	\$14,174.00	\$0.00
Operating Supplies:							
101 253 727	Office Supplies		\$0.00	\$0.00	\$0.00	\$0.00	
Total Operating Supplies:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Charges & Services:							
101 253 730	Postage	\$1,315.01	\$2,000.00	\$2,000.00	\$1,465.08	\$2,000.00	
101 253 833	Tax Roll Preparation	\$0.00	\$0.00	\$0.00		\$0.00	
101 253 860	Transportation (Mileage Allowance)		\$0.00	\$0.00		\$0.00	
101 253 864	Seminars & Workshops	\$0.00	\$1,000.00	\$1,000.00		\$1,000.00	
101 253 900	Publishing/Printing	\$8.24	\$50.00	\$50.00	\$8.23	\$50.00	
101 253 956	Miscellaneous Expenses		\$0.00	\$0.00		\$0.00	
101 253 958	Memberships & Dues	\$0.00	\$20.00	\$20.00		\$20.00	
101 253 982	Equipment		\$0.00	\$0.00		\$0.00	
101 253 982A	BS&A Software	\$570.28	\$1,000.00	\$1,000.00	\$44.52	\$1,000.00	
Total Other Charges & Services:		\$1,893.53	\$4,070.00	\$4,070.00	\$1,517.83	\$4,070.00	\$0.00
101-253	Total - Treasurer	\$13,296.34	\$17,996.05	\$17,996.05	\$10,074.45	\$18,244.00	\$0.00

Cemetery—Activity 101-262

This activity, or cost center, is charged with costs related to the operation and maintenance of the two Township cemeteries. Expenses include mowing, maintenance, improvements, sexton and repairs.

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

1. Replaced Cemetery signs
2. Started clean-up of McLeish Cemetery & Germania Cemetery

Explanation of Changes in Costs

1. Maintenance and repairs: Continued clean-up and tree trimming.

101-262 Cemetery						
Other Charges & Services:						
101 262 801	Contractual - Mowing	\$2,500.00	\$3,500.00	\$3,500.00	\$3,500.00	
101 262 802	Cemetery Sexton	\$0.00	\$0.00	\$0.00	\$0.00	
101 262 930	Repair/Maintenance	\$0.00	\$900.00	\$900.00	\$900.00	
101 262 947	Improvements	\$0.00	\$500.00	\$500.00	\$500.00	
Total Other Charges & Services:		\$2,500.00	\$4,900.00	\$4,900.00	\$0.00	\$4,900.00
101-253	Total - Cemeteries	\$2,500.00	\$4,900.00	\$4,900.00	\$0.00	\$4,900.00

Township Hall—Activity 101-265

This activity, or cost center, is charged with costs related to the operation and maintenance of the buildings and grounds that house the administrative offices of the township, airport terminal, airport maintenance building and the old RBB building. Expenses include custodial services, trash disposal service, utilities (gas & electric), maintenance and repairs, machinery and equipment/furniture necessary for operations of the cost center. In addition, liability insurance is included as well.

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

None

Explanation of Changes in Costs

In May 2017 the Township took back the possession of the old RB&B building purchased by the Township on a tax sale. Due to the condition of the building the Township has identified the need to upgrade the building to project the value and to ensure the building is safe to be utilized as an rental property.

101-265 Township Hall						
Other Charges & Services:						
101 265 910	Insurance	\$13,115.00	\$13,600.00	\$13,600.00	\$11,422.00	\$13,000.00
101 265 920	Heating Expenses (LP Gas) - Utilities	\$2,219.39	\$2,500.00	\$2,500.00	\$3,171.45	\$4,000.00
101 265 930	Maintenance - Buildings and Grounds	\$18,796.79	\$30,000.00	\$30,000.00	\$14,977.16	\$25,000.00
101 265 954	Equipment/Furniture	\$3,200.14	\$5,000.00	\$5,000.00	\$6,408.90	\$5,000.00
101 265 956	Miscellaneous Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Charges & Services:		\$37,331.32	\$51,100.00	\$51,100.00	\$35,979.51	\$47,000.00
101-253	Total - Township Hall	\$37,331.32	\$51,100.00	\$51,100.00	\$35,979.51	\$47,000.00

Public Drains - Activity 101-443

This activity relates to public drain maintenance. Expenses include Drain Taxes paid to the County for maintenance.

Policy Recommendations for Board Action

None

Explanation of Changes in Costs

None

101-443 Public Drains							
Other Charges & Services:							
101 443 403	Drain Tax (Current)	\$21,260.83	\$22,000.00	\$22,000.00	\$0.00	\$22,000.00	
	S. Branch Cass River						
	White Creek						
	Indian Creek Intercounty Drain						
	McAllister Drain						
	Nash Drain						
	Total Other Charges & Services:	\$21,260.83	\$22,000.00	\$22,000.00	\$0.00	\$22,000.00	\$0.00
101-443	Total - Public Drains	\$21,260.83	\$22,000.00	\$22,000.00	\$0.00	\$22,000.00	\$0.00

Street Lighting - Activity 101-445

This activity relates to public street lighting. Expenses include expenses relating to the operation of street lights.

Policy Recommendations for Board Action

Funds will now be paid along with Township Hall electric bill.

Explanation of Changes in Costs

None.

101-445 Street Lighting							
Other Charges & Services:							
101 445 926	Street Lighting		\$1,500.00	\$1,500.00	\$0.00	\$0.00	
	Total Other Charges & Services:	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00
101-445	Total - Street Lighting	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00

Planning Commission—Activity 101-805

This activity, or cost center, is charged with costs related to the long-range planning function of the township.

Policy Recommendations for Board Action

None.

Past Policy Actions Affecting Service Levels or Current Costs

None

Explanation of Changes in Costs

None.

		Actual Budget	Original Budget	Amended Budget	Actual Year to Date	Board Tentative	Board Adopted
		2018-2019	2019-2020	2019-2020	2019-2020	2020-2021	2020-2021
101-805 Planning Commission							
Personnel Services:							
101 805 702	Chairperson - Salaries & Wages	\$840.00	\$1,100.00	\$1,100.00	\$1,155.00	\$1,100.00	
101 805 725	PC Members - Salaries & Wages	\$1,920.00	\$3,000.00	\$3,000.00	\$2,630.00	\$3,000.00	
	Total Personnel Services:	\$2,760.00	\$4,100.00	\$4,100.00	\$3,785.00	\$4,100.00	\$0.00
Other Charges & Services:							
101 805 727	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
101 805 864	Seminars & Workshops	\$271.00	\$1,000.00	\$1,000.00	\$1,176.60	\$1,000.00	
	Total Other Charges & Services:	\$271.00	\$1,000.00	\$1,000.00	\$1,176.60	\$1,000.00	\$0.00
101-805	Total - Planning Commission	\$3,031.00	\$5,100.00	\$5,100.00	\$4,961.60	\$5,100.00	\$0.00

Zoning Administrator / Zoning Board of Appeals—Activity 101-815

This activity, or cost center, is charged with costs related to Zoning activities, function and enforcement.

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

None

Explanation of Changes in Costs

Ordinance Enforcement Salary Line included in 2020-2021 budget to reflect Ordinance Enforcement Duties.

101-815 Zoning Administrator / Zoning Board of Appeals							
Personnel Services:							
101 815 702	Zoning Administrator - Salary & Wages	\$1,751.25	\$2,000.00	\$2,000.00	\$0.00	\$0.00	
101 815 703	Zoning Administrator - Retainer Fee	\$2,400.00	\$3,000.00	\$3,000.00	\$2,250.00	\$3,000.00	
101 815 703 B	Ordinance Enforcement Officer - Salary					\$3,000.00	
101 815 704	Land Division Fee		\$0.00	\$0.00		\$0.00	
101 815 706	Dep. Zoning Administrator - Retainer Fee		\$0.00	\$0.00	\$0.00	\$0.00	
101 815 725	ZBA Board Members - Salaries & Wages	\$500.00	\$500.00	\$500.00	\$1,100.00	\$500.00	
Total Personnel Services:		\$4,651.25	\$5,500.00	\$5,500.00	\$3,350.00	\$6,500.00	\$0.00
Other Charges & Services:							
101 815 727	Office Supplies		\$0.00	\$0.00	\$0.00	\$0.00	
101 815 730	Postage		\$0.00	\$0.00	\$0.00	\$0.00	
101 815 860	Transportation (Mileage)	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00	
101 815 864	Seminars & Workshops		\$500.00	\$500.00	\$0.00	\$1,000.00	
101 815 900	Printing / Publishing	\$146.85	\$500.00	\$500.00	\$802.80	\$1,000.00	
101 815 956	Miscellaneous (Violations Clean-up)	\$530.00	\$3,000.00	\$3,000.00	\$300.00	\$1,500.00	
Total Other Charges & Services:		\$676.85	\$4,100.00	\$4,100.00	\$1,102.80	\$3,800.00	\$0.00
101-805	Total - Zoning Administrator / ZBA	\$5,328.10	\$9,600.00	\$9,600.00	\$4,452.80	\$10,300.00	\$0.00

Debt Service—Activity 101-901

This activity used to account for debt payments on the Township's installment loan under "Act 99".

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

Township Hall is now paid in full as of 2019.

101-901 Debt Service							
Other Charges & Services:							
101 901 950	Debt Payment	\$11,342.78	\$0.00	\$0.00	\$0.00	\$0.00	
101 901 956	Misc: Bank Charges - Stop Payment/Other	\$364.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Other Charges & Services:		\$11,706.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101-901	Total - Debt Service	\$11,706.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Transfers to Other Funds—Activity 101-103

This activity used to transfer the townships portion of operating costs for other Fund accounts such as the Road Fund, Fire Fund, Airport Fund and Capital Outlay Fund.

Policy Recommendations for Board Action

None.

Past Policy Actions Affecting Service Levels or Current Costs

None.

101-103 Transfers to Other Funds						
List of Transfers:						
101 103 965F	Fire Fund	\$13,750.00	\$17,500.00	\$17,500.00	\$15,000.00	\$17,500.00
101 103 965C	Capital Outlay Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
101 103 965D	Airport Fund		\$40,000.00	\$40,000.00	\$63,000.00	\$15,000.00
101 103 965	Road Fund		\$0.00	\$0.00	\$0.00	\$0.00
Total Other Charges & Services:		\$13,750.00	\$57,500.00	\$57,500.00	\$78,000.00	\$32,500.00
101-103	Total - Transfers to Other Funds	\$13,750.00	\$57,500.00	\$57,500.00	\$78,000.00	\$32,500.00

Fire—Activity 206-340

Activity is used to account for the Townships required portion for the Marlette Fire Authority operations costs and services.

Policy Recommendations for Board Action

None.

Past Policy Actions Affecting Service Levels or Current Costs

Passing of Fire Millage that assists with the Township's required portion for fire services. The millage has also suspended the billing of residences for fire department response within the township.

Explanation of Changes in Costs

1. Increased prorated Township portion for the 2019-2020 year.



TOWNSHIP OF MARLETTE

FIRE FUND

Statement of Revenues and Expenditures April 1, 2020 through March 31, 2021

		Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
206-000 STATEMENT OF REVENUES:							
Starting Fund Balance as of April 1st:		\$36,847.13	\$38,021.06	\$38,021.06	\$38,021.06	\$20,557.40	
206 000 026	Fire Protection Millage 1.0 Mill Tax	\$55,733.70	\$57,000.00	\$57,000.00	\$38,531.35	\$57,000.00	
206 000 407	Delinquent Tax Collection	\$3,619.41	\$0.00	\$0.00	\$3,166.41	\$0.00	
206 000 632	Fire Run Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
206 000 664	Interest	\$118.18	\$3.00	\$3.00	\$332.38	\$0.00	
206 000 691	Transfer from General Fund	\$13,750.00	\$17,500.00	\$17,500.00	\$15,000.00	\$17,500.00	
206 000 982	Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Revenues:		\$73,221.29	\$74,503.00	\$74,503.00	\$57,030.14	\$74,500.00	\$0.00
206-000	Total - Revenues & Fund Balance	\$110,068.42	\$112,524.06	\$112,524.06	\$95,051.20	\$95,057.40	\$0.00
206-340 Expenditures							
206 340 702	Twp. Board Fire Rep. Meeting per diem	\$300.00	\$720.00	\$720.00	\$180.00	\$720.00	
206 340 956	Standby Fees	\$71,747.36	\$74,500.00	\$74,500.00	\$74,313.80	\$74,500.00	
206 340 956A	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
206-340	Total - Expenditures	\$72,047.36	\$75,220.00	\$75,220.00	\$74,493.80	\$75,220.00	\$0.00
FUND BALANCE:		\$38,021.06	\$37,304.06	\$37,304.06	\$20,557.40	\$19,837.40	\$0.00

Airport—Activity 587-336

This Activity relates to the operations of the Marlette Township Airport (77G). The Airport is staffed by a part-time Airport Manager.

Policy Recommendations for Board Action

None.

Past Policy Actions Affecting Service Levels or Current Costs:

None

Explanation of Changes in Costs

1. Increase in Salary for the Airport Manager.



TOWNSHIP OF MARLETTE

AIRPORT FUND

Statement of Revenues and Expenditures April 1, 2020 through March 31, 2021

		Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
587-000 STATEMENT OF REVENUES:							
	Starting Fund Balance as of April 1st:	\$84,814.22	\$72,443.39	\$72,443.39	\$72,443.39	\$20,254.80	
587 000 409	Fuel Sales	\$45,797.36	\$43,000.00	\$43,000.00	\$41,469.92	\$43,000.00	
587 000 415	Land Rent	\$24,743.33	\$24,000.00	\$24,000.00	\$6,389.33	\$24,000.00	
587 000 416	Hanger Lease/Tie Downs	\$9,997.60	\$10,000.00	\$10,000.00	\$12,759.60	\$10,000.00	
587 000 418	Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 000 500	Gate Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 000 664	Interest Income	\$284.12	\$0.00	\$0.00	\$941.43	\$0.00	
587 000 692	Reimbursement - State of Michigan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 000 695	Maintenance Fees	\$1,275.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	
587 000 696	Miscellaneous - Electrical Fees	\$3,225.00	\$3,200.00	\$3,200.00	\$4,050.00	\$4,000.00	
587 000 697	Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 000 000	Transfer in from General Fund	\$0.00	\$40,000.00	\$40,000.00	\$63,000.00	\$15,000.00	
	Total Revenues:	\$85,322.41	\$121,400.00	\$121,400.00	\$129,810.28	\$97,200.00	\$0.00
587-000	Total - Revenues & Fund Balance	\$170,136.63	\$193,843.39	\$193,843.39	\$202,253.67	\$117,454.80	\$0.00
587-336 Expenditures							
587 336 210	Auditor	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	
587 336 400	Fuel Cost	\$53,351.15	\$50,000.00	\$50,000.00	\$56,249.72	\$50,000.00	
587 336 410	Diesel Fuel Cost	\$940.75	\$1,000.00	\$1,000.00	\$1,398.36	\$1,000.00	
587 336 702	Airport Manager - Salary & Wages	\$2,400.00	\$3,000.00	\$3,000.00	\$2,250.00	\$4,000.00	
587 336 702	Airport Manager - FICA	-\$71.40	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 703	Asst. Airport Manager - Salary & Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 703	Asst. Airport Manager - FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 727	Office Supplies	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	
587 336 861	Mowing	\$4,665.00	\$5,000.00	\$5,000.00	\$6,700.00	\$5,000.00	
587 336 865	Equipment/Repairs	\$1,237.44	\$4,500.00	\$4,500.00	\$9,184.87	\$20,000.00	
587 336 910	Insurance	\$6,038.00	\$6,100.00	\$6,100.00	\$3,642.00	\$5,000.00	
587 336 925	Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 925A	Utilities: Electric - 6685 Airport Rd	\$1,412.73	\$1,800.00	\$1,800.00	\$1,628.16	\$1,800.00	
587 336 925B	Utilities: Electric - 6725 Airport Rd - Hall	\$3,533.44	\$3,800.00	\$3,800.00	\$3,709.45	\$4,500.00	
587 336 930	Telephone/Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 935	Facilities Maintenance	\$4,712.84	\$3,000.00	\$3,000.00	\$8,183.13	\$3,000.00	
587 336 935A	Tank Inspection	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	
587 336 935B	Airport Road Ditch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
587 336 956	Miscellaneous	\$862.49	\$2,400.00	\$2,400.00	\$0.00	\$2,400.00	
587 336 956A	Loan Payment	\$6,439.39	\$6,500.00	\$6,500.00	\$6,439.39	\$0.00	
587 336 956B	Grants - Local Share	\$10,385.00	\$90,000.00	\$90,000.00	\$80,760.00	\$6,000.00	
587 336 956C	MDOT License Fee	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	
587 336 956E	Property Taxes	\$1,736.41	\$1,900.00	\$1,900.00	\$1,803.79	\$1,900.00	
587-336	Total - Expenditures	\$97,693.24	\$189,650.00	\$189,650.00	\$181,998.87	\$104,650.00	\$0.00

Roads—Activity 204-811

Activity used to account for the repair and maintenance of township roads.

Policy Recommendations for Board Action

None

Past Policy Actions Affecting Service Levels or Current Costs

Road Millage

Explanation of Changes in Cost

This year's paving project will focus again on Butler Rd.



TOWNSHIP OF MARLETTE

ROAD FUND

Statement of Revenues and Expenditures April 1, 2020 through March 31, 2021

	Actual Budget 2018-2019	Original Budget 2019-2020	Amended Budget 2019-2020	Actual Year to Date 2019-2020	Board Tentative 2020-2021	Board Adopted 2020-2021
204-000 STATEMENT OF REVENUES:						
Starting Fund Balance as of April 1st:	\$190,256.86	\$327,746.78	\$327,746.78	\$327,746.78	\$192,247.99	
204 000 026 Road Millage - 3.0 Mill Tax	\$167,212.67	\$162,000.00	\$162,000.00	\$115,601.67	\$162,000.00	
204 000 403 Reimbursements - Ditch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
204 000 403A Reimbursements - Brine	\$900.00	\$3,100.00	\$3,100.00	\$0.00	\$0.00	
204 000 403B Reimbursements - RDA	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	
204 000 407 Delinquent Tax	\$10,853.14	\$10,000.00	\$10,000.00	\$9,875.35	\$10,000.00	
204 000 664 Interest	\$1,573.90	\$100.00	\$100.00	\$5,121.73	\$4,000.00	
204 000 691 Transfer IN from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
204 000 692 Telecommunications (Metro)	\$8,064.19	\$7,500.00	\$7,500.00	\$7,590.24	\$7,500.00	
204 000 982 Miscellaneous - Airport Road	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Revenues:	\$188,603.90	\$185,200.00	\$185,200.00	\$138,188.99	\$183,500.00	\$0.00
204-000 Total - Revenues & Fund Balance	\$378,866.76	\$512,946.78	\$512,946.78	\$465,935.77	\$375,747.99	\$0.00
204-811 Expenditures						
204 811 775 Repair & Maintenance		\$0.00	\$0.00	\$0.00	\$0.00	
204 811 775 Ditch Agreements		\$5,000.00	\$5,000.00	\$5,086.04	\$6,000.00	
204 811 775 Culverts	\$1,104.96	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	
204 811 775 Gravel	\$35,439.02	\$35,000.00	\$35,000.00	\$32,428.40	\$35,000.00	
204 811 801 Road Construction						
Project: Montgomery Rd-1 Mile	\$0.00				\$150,000.00	
Project: Butler Rd - 1.5 Mile	\$0.00	\$180,000.00	\$180,000.00	\$195,163.09		
204 811 802 Brine - Prepay for next year	\$10,645.00	\$43,000.00	\$43,000.00	\$39,532.25	\$43,000.00	
204 811 802A Brine - Extra	\$2,475.00	\$3,100.00	\$3,100.00	\$0.00	\$0.00	
204 811 803 Brush Control	\$1,456.00	\$1,500.00	\$1,500.00	\$1,478.00	\$1,500.00	
204 811 810 Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
204 811 956 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
204-811 Total - Expenditures	\$51,119.98	\$272,600.00	\$272,600.00	\$273,687.78	\$240,500.00	\$0.00
FUND BALANCE:	\$327,746.78	\$240,346.78	\$240,346.78	\$192,247.99	\$135,247.99	\$0.00

Marlette Fire Authority

2020 -2021.

Budget

****Tentative****

****Tentative****

****Tentative****

Stand-by Fees

	2018-2019	2019-2020	2020-2021
Burnside Township	\$ 18,586.65	\$ 19,565.84	\$ \$16,640.67
Elmer Township	\$ 7,709.88	\$ 12,018.14	\$ \$11,410.96
Koylton Township	\$ 14,083.53	\$ 14,381.50	\$ \$12,378.91
City of Marlette	\$ 62,894.57	\$ 65,243.72	\$ \$67,138.55
Marlette Township	\$ 71,747.37	\$ 74,313.80	\$ \$77,953.92
Total Stand-by Fees	\$ 175,022.00	\$ 185,523.00	\$ 185,523.00

	2018-2019 Budget	2019-2020 Budget	2020-2021 Budget
Payroll /941 Taxes	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
Insurance & Workmen's Comp.	\$ 21,374.00	\$ 21,379.00	\$ 21,379.00
Education & Training	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Utilities	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00
Gas & Oil	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Vehicle Maintenance	\$ 12,000.00	\$ 4,000.00	\$ 4,000.00
Operating Supplies	\$ 11,500.00	\$ 11,500.00	\$ 11,500.00
Legal Fees	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Capital Outlay	\$ 24,000.00	\$ 12,000.00	\$ 12,000.00
New Pumper	\$ 50,448.00	\$ 50,448.00	\$ 50,448.00
New ladder truck	\$ 0.00	\$ 30,496.00	\$ 30,496.00
Total Expenditures	\$ 175,022.00	\$ 185,523.00	\$ 185,523.00