

WEST BRANCH TOWNSHIP  
Ogemaw County, Michigan

**General Appropriations Act**

**Resolution # 03-26-2024 A**

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR WEST BRANCH TOWNSHIP; TO DEFINE THE POWERS AND DUTIES OF THE WEST BRANCH TOWNSHIP OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET; AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THE RESOLUTION.

The Board of Trustees of West Branch Township resolves:

**SECTION 1: TITLE**

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

**SECTION 2: CHIEF ADMINISTRATIVE OFFICER**

The Clerk 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 Treasurer 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 MCL 141.412; MCL 141.413, Notice of a public hearing on the proposed budget will be published in the Ogemaw County Herald and a public hearing on the proposed budget will be held on March 26<sup>th</sup>, 2024 at 5:00 pm at the Township Hall, 1705 S. Fairview Road, West Branch, Michigan.

**SECTION 5: MILLAGE LEVY**

The West Branch 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 as authorized under State Law. (0.9031).

**SECTION 6: TOWNSHIP DEPOSITORIES**

The Treasurer shall deposit all funds in the Mercantile Bank, Michigan Class and/or Bank of America or other State approved municipal depository as designated in the Township Investment Policy approved on February 14, 2011 (Administrative Policies & Procedures Manual) and invest surplus funds in the proper account.

**SECTION 7: ESTIMATED REVENUES**

Estimated Township Fund revenues for fiscal year 2024-2025 shall total:

General Fund revenue:	<b>\$623,015.00</b>
Water & Sewer Fund revenue:	<b>\$317,800.00</b>
Water #2 Fund revenue:	<b>\$116,086.00</b>
Gypsy Moth Fund revenue:	<b>\$500.00</b>
Refinery Redevelopment Fund revenue:	<b>\$7,242.00</b>
Downtown Development Authority revenue:	<b>\$300,000.00</b>
Senior Citizen Fund revenue:	<b>\$155.00</b>
Marijuana Fund	<b>\$69,000.00</b>
Road Fund	<b>\$25,000.00</b>

**SECTION 8: ESTIMATED EXPENDITURES**

Estimated Township Fund expenditures for fiscal year 2024-2025 shall total:

General Fund expenditures:	<b>\$617,135.00</b>
Water & Sewer Fund expenditures:	<b>\$310,620.00</b>
Water #2 Fund expenditures:	<b>\$111,031.00</b>
Gypsy Moth Fund expenditures:	<b>\$0.00</b>
Refinery Redevelopment Fund expenditures:	<b>\$11,822.00</b>
DDA expenditures:	<b>\$159,877.00</b>
Senior Citizen Fund expenditures:	<b>\$700.00</b>
Marijuana Fund	<b>\$69,000.00</b>
Road Fund	<b>\$0.00</b>

**SECTION 9: ADOPTION OF BUDGET**

The General fund, Water & Sewer fund, Water #2 fund, Gypsy Moth fund, Refinery Redevelopment fund, Downtown Development Authority, Marijuana Fund, Road Fund, and Senior Citizen fund budgets of West Branch Township is hereby adopted with revenues and cost center expenditures as indicated in Section 7 and 8 of this Act.

**SECTION 10: ADOPTION OF BUDGET BY COST CENTER**

The board of Trustees of West Branch Township adopts the 2024-2025 fiscal year budgets above 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.

**SECTION 11: PERIODIC FISCAL REPORTS**

The fiscal officer shall transmit to the board, on a quarterly basis or as directed by the Board, budget comparison reports.

**SECTION 12: APPROPRIATION NOT A MANDATE TO SPEND**

The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

**SECTION 13: BUDGET MONITORING**

Whenever it appears to the Chief Fiscal Officer on the Township Board that the actual and probable revenues in these funds 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 Fiscal Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenue or appropriations for the current fiscal year, such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**SECTION 14: VIOLATION OF THIS ACT**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official to disciplinary action as outlined in P.A. 621 of 1978 and the West Branch Township Administrative Policies and Procedures Manual.

**SECTION 16: BOARD ADOPTION**

Resolution offered by: PHILBRICK

Resolution supported by: MORRIS

Roll Call Votes:       Yes: SELISNKI, HICKMOTT, DURFEE, PHILBRICK, MORRIS

                          No: NONE

                          Absent: NONE

Supervisor declared the Resolution: **APPROVED**

**CERTIFICATION**

I, Jeremy R. Hickmott, Clerk of West Branch Township, Ogemaw County, Michigan, do hereby Certify that the foregoing is a true and complete copy of certain proceedings taken by the West Branch Township Board at a Special meeting held on March 26<sup>TH</sup>, 2024 relative to the adoption of Resolution # 03-26-2024 A.

---

Jeremy R. Hickmott, West Branch Township Clerk