

PLEASANT PLAINS TOWNSHIP

RESOLUTION

ON

TOWNSHIP GENERAL APPROPRIATIONS ACT

#2026-03-30

A resolution to establish a general appropriations act for Pleasant Plains Township; to define the powers and duties of the Pleasant Plains 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 Pleasant Plains Township ordains :

Section 1: Title

This resolution shall be known as the Pleasant Plains 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, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on March 13, 20 and March 27, 2026, and a public hearing on the proposed budget was held on March 23, 2026.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2026/2027, including an allocated millage of 1 mill and various miscellaneous revenues for the General Fund of Pleasant Plains Township. 2 mills for Fire, .2 mills for capt fire, .50 mills for roads and bridges library 1 mil.

Section 6-A: Millage Levy

The Pleasant Plains 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 4 ½ mills as authorized under state law and approved by the electorate.

Section 6-B: Special Assessments:

The Special Assessment for Refuse/Trash removal will remain at \$50.00 per parcel of real property. The Township board will be proposing an increase to \$100.00 for the 2027 tax year.

Section 6-C: Authorized Salary, Hourly and Per-Diem Rates:

Per Diem:

Board of Review:	\$250.00 for March/\$50.00 for ½ days Dec and July
Trustees:	\$500.00 per month
Supervisor:	\$13,500 per year
Clerk:	\$13,500 per year
Treasurer:	\$13,500 per year
Zoning Administrator:	\$12,000 per year
Assessor:	\$43,000 per year
Cemetery Caretaker:	\$12,000 per year
Gibson Park Caretaker:	\$2500 per year
Deputy Clerk:	\$5,000 per year
Deputy Treasurer:	\$5,000 per year

Section 7-A:

Estimated township general fund expenditures for fiscal year 2026/2027 for the various township activities are as follows:

#101: Township Board	\$15150.00
#171: Township Supervisors Office	\$18,700.00
#209: Assessor’s Office	\$48,150.00
#210: Township Attorney	\$5000.00
#215: Township Clerk’s Office	\$19,500
#247: Board of Review	\$ 1,300.00
#253: Township Treasurer’s Office	\$25940.00
#265: Township Hall	\$98,750.00
#410: Planning	\$1850.00
#411: Zoning	\$12750.00

Section 7-B: Estimated Revenues and Expenditures

Estimated total revenues and expenditures for the various funds of Pleasant Plains Township are:

FUND:	<u>Revenue</u>	<u>Expenditures</u>
General Operations:	\$255176.47	\$248290.00
Fire:	\$138220.00	\$116330.00
Cemetery:	\$ 26050.00	\$19,000.00
Roads and Bridges:	\$ 111700.00	\$110595.40
Street Lights:	\$ 26510.00	\$26,400.00
Garbage/Refuse:	\$174015.00	\$171,500.00
Pathfinder Library:	\$219,350.00	\$214,100.00
Fire Capt improv	\$135040.00	\$134,100.00

Section 8: Adoption of Budget by Reference

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

Section 9: Adoption of Budget

The Board of Trustees of Pleasant Plains Township adopts the 2026/2027 fiscal year general fund budget by line item. 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 line item, and no transfers of line item appropriations shall be made without prior board approval.

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 order for expenditures that exceed appropriations.

Section 11: 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 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 12: Allotment of Appropriations

No later than the first day of the fiscal year, each department, board or commission of Pleasant Plains 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 13: 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 month;
- b. 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;
- c. a detailed list of:
 1. 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.
 2. for each cost center: the amount appropriated; the amount charged to each appropriation in the previous month 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 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 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 16: Violations of This Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible officials or employees to disciplinary action as outlined in Public Act 621 of 1978 and the Pleasant Plains Township personnel manual.

Section 17: Board Adoption

Motion made by _____, seconded by _____ to adopt the foregoing

Ordinance. Upon roll call vote, the following voted aye: _____. The following voted nay: _____ .

The Supervisor declared the motion carried and the resolution duly adopted on the _____ day of _____, 20_____.

Township Clerk