



Approved Minutes ~ Budget Hearing March 26, 2025

Call to Order

Pledge of Allegiance

Roll Call

- The meeting began at 7 PM. Roll Call was taken with Jess McClaughry, Rachel Mackson, Lorie Fliegel, and Bronwyn Asplund. Gail Garrity was absent for a family matter. There was 1 visitor.

Public Comment #1:

- NONE

New Business:

- Proposed Budget
 - Motion made by Bronwyn Asplund, seconded by Jess McClaughry, to approve the 2025/26 Proposed Budget. (see below)
 - ✓ Motion approved by all Board members present.
 - Ayes: Rachel Mackson, Jess McClaughry, Lorie Fliegel, and Bronwyn Asplund
 - Nays: NONE
- 2025/26 - Budget Appropriation Act Resolution
 - Motion made by Bronwyn Asplund, seconded by Lorie Fliegel, to approve the 2025/26 Budget Appropriation Act Resolution. (see below)
 - Ayes: Jess McClaughry, Lorie Fliegel, Bronwyn Asplund, and Rachel Mackson
 - Nays: NONE

Public Comment: #2

- NONE

Adjourn

- The meeting adjourned at 7:23 PM.

Rachel Mackson ~ Greenwood Township Clerk

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY
Calculations As of 03/31/2025



GL Number	Description	24-25 Original Budget	24-25 Amended Budget	25-26 APPROVED
Fund: 101 GEN FUND				
000				
101-000-206.000	FIRE ASSESSMENT REVENUE	0	0	24,940
101-000-402.000	CURRENT PROPERTY TAXES	40,000	51,459	53,000
101-000-404.000	SUMMER TAX COLLECTION	3,160	3,105	3,105
101-000-412.000	DELINQUENT TAXES	6,167	3,820	3,820
101-000-423.000	SWAMPLAND TAX	1,477	1,491	1,491
101-000-440.000	BOR FEES	100	0	0
101-000-445.000	PROPERTY TAX PENALTIES AND IN	450	0	450
101-000-447.000	PROPERTY ADMINISTRATION FEE	14,000	15,078	15,078
101-000-477.000	CABLE FRANCHISE FEE	10,450	9,912	9,912
101-000-480.000	LAND DIVISION FEES	100	100	100
101-000-574.000	STATE SHARED REVENUES	123,000	118,536	118,536
101-000-604.000	CEMETERY FEES	1,600	1,400	1,400
101-000-640.000	FIRE FEES	4,500	0	0
101-000-665.000	INTEREST REVENUE	2,639	6,993	6,993
101-000-667.000	HALL RENTAL	850	1,435	1,435
101-000-676.000	REIMBURSEMENTS	0	100	100
101-000-679.000	FROM FUND RESERVES	8,500	0	0
101-000-680.000	FROM ARPA RESERVES	0	63,510	6,370
101-000-687.000	REFUNDS AND REBATES	21	0	0
Total 000:		217,014	276,939	246,730
101				
101	TOWNSHIP BOARD	27,709	29,327	31,321
Total 101:		(27,709)	(29,327)	(31,321)
171				
171	SUPERVISOR	11,856	11,731	12,024
Total 171:		(11,856)	(11,731)	(12,024)
214				
214	CONTINGENCY	0	0	3,672
Total 214:		0	0	(3,672)
215				
215	CLERK	19,708	20,096	21,403
Total 215:		(19,708)	(20,096)	(21,403)
223				
223	ACCOUNTING/AUDIT	5,775	2,500	5,500
Total 223:		(5,775)	(2,500)	(5,500)
247				
247	BOARD OF REVIEW	3,053	4,973	5,129
Total 247:		(3,053)	(4,973)	(5,129)
253				
253	TREASURER	27,581	24,929	25,411
Total 253:		(27,581)	(24,929)	(25,411)
257				
257	ASSESSOR	16,974	17,205	17,236
Total 257:		(16,974)	(17,205)	(17,236)
262				
262	ELECTIONS	12,378	10,138	4,030
Total 262:		(12,378)	(10,138)	(4,030)
265				
265	TOWNSHIP HALL	18,641	17,367	17,875
Total 265:		(18,641)	(17,367)	(17,875)
266				
266	ATTORNEY	1,900	234	2,000
Total 266:		(1,900)	(234)	(2,000)

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY
Calculations As of 03/31/2025



GL Number	Description	24-25 Original Budget	24-25 Amended Budget	25-26 APPROVED
Fund: 101 GEN FUND				
301				
301	SHERIFF	5,500	5,100	6,000
	Total 301:	<u>(5,500)</u>	<u>(5,100)</u>	<u>(6,000)</u>
336				
336	FIRE	49,027	55,037	54,843
	Total 336:	<u>(49,027)</u>	<u>(55,037)</u>	<u>(54,843)</u>
446				
446	ROADS AND ST LIGHTS	1,450	1,658	1,800
	Total 446:	<u>(1,450)</u>	<u>(1,658)</u>	<u>(1,800)</u>
450				
450	ROAD IMPROVEMENTS	0	49,000	9,370
	Total 450:	<u>0</u>	<u>(49,000)</u>	<u>(9,370)</u>
567				
567	CEMETERY	7,176	11,690	10,710
	Total 567:	<u>(7,176)</u>	<u>(11,690)</u>	<u>(10,710)</u>
601				
601	MAINTENANCE RESERVE	0	0	10,000
	Total 601:	<u>0</u>	<u>0</u>	<u>(10,000)</u>
906				
906	INSURANCE/BONDS	8,250	8,200	8,406
	Total 906:	<u>(8,250)</u>	<u>(8,200)</u>	<u>(8,406)</u>
Fund 101 - GEN FUND:				
TOTAL ESTIMATED REVENUES		217,014	276,939	246,730
TOTAL APPROPRIATIONS		216,978	269,185	246,730
NET OF REVENUES & APPROPRIATIONS:		<u>36</u>	<u>7,754</u>	<u>0</u>

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY
Calculations As of 03/31/2025



GL Number	Description	24-25 Original Budget	24-25 Amended Budget	25-26 APPROVED
Fund: 204 ROAD IMPROVEMENT FUND				
000				
204-000-401.000	CURRENT PROPERTY TAXES	91,218	109,673	109,673
204-000-405.000	METRO & COMM STAB	3,548	5,534	5,534
204-000-412.000	DELINQUENT TAXES	10,658	9,323	9,323
204-000-573.000	LOCAL COMM STABILIZATION SHAR	3,570	0	0
204-000-665.000	INTEREST REVENUE	415	344	344
204-000-679.000	FROM FUND RESERVES	98,000	37,788	0
Total 000:		<u>207,409</u>	<u>162,662</u>	<u>124,874</u>
446				
446	ROADS AND ST LIGHTS	178,258	162,661	86,800
Total 446:		<u>(178,258)</u>	<u>(162,661)</u>	<u>(86,800)</u>
Fund 204 - ROAD IMPROVEMENT FUND:				
TOTAL ESTIMATED REVENUES		207,409	162,662	124,874
TOTAL APPROPRIATIONS		178,258	162,661	86,800
NET OF REVENUES & APPROPRIATIONS:		<u>29,151</u>	<u>1</u>	<u>38,074</u>

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY
 Calculations As of 03/31/2025



GL Number	Description	24-25 Original Budget	24-25 Amended Budget	25-26 APPROVED
Fund: 220 LILY LAKE IMPROVEMENT FUND				
000				
220-000-412.001	DELINQUENT ASSESSMENTS	2,630	3,063	3,063
220-000-451.000	SPECIAL ASSESSMENT REVENUE	21,527	38,294	38,294
Total 000:		24,157	41,357	41,357
570				
570	LILY LAKE	24,024	31,780	31,700
Total 570:		(24,024)	(31,780)	(31,700)
Fund 220 - LILY LAKE IMPROVEMENT FUND:				
TOTAL ESTIMATED REVENUES		24,157	41,357	41,357
TOTAL APPROPRIATIONS		24,024	31,780	31,700
NET OF REVENUES & APPROPRIATIONS:		133	9,577	9,657

BUDGET REPORT FOR GREENWOOD TOWNSHIP, CLARE COUNTY
Calculations As of 03/31/2025



GL Number	Description	24-25 Original Budget	24-25 Amended Budget	25-26 APPROVED
Fund: 226 RUBBISH COLLECTION FUND				
000				
226-000-412.001	DELINQUENT ASSESSMENTS	24,697	23,533	23,533
226-000-451.000	SPECIAL ASSESSMENT REVENUE	108,894	134,755	134,755
226-000-665.000	INTEREST REVENUE	300	266	266
Total 000:		133,891	158,554	158,554
528				
528	RUBBISH	132,235	141,262	150,300
Total 528:		(132,235)	(141,262)	(150,300)
Fund 226 - RUBBISH COLLECTION FUND:				
TOTAL ESTIMATED REVENUES		133,891	158,554	158,554
TOTAL APPROPRIATIONS		132,235	141,262	150,300
NET OF REVENUES & APPROPRIATIONS:		1,656	17,292	8,254
Report Totals:				
TOTAL ESTIMATED REVENUES - ALL FUNDS		582,471	639,512	571,515
TOTAL APPROPRIATIONS - ALL FUNDS		551,495	604,888	515,530
NET OF REVENUES & APPROPRIATIONS:		30,976	34,624	55,985



Resolution: 3.26.25 Budget

Budget Appropriations Act 2025-26

Greenwood Township

A resolution to establish a general appropriations act for Greenwood Township; to define the powers and duties of the Greenwood 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 Greenwood Township resolves:

Section 1: Title

This resolution shall be known as the Greenwood 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

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, The Clare County Cleaver, on 3.19.25, and a public hearing on the proposed budget was held on 3.26.25.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2025-26 including a voter-authorized millage of 0.7505 mills for general funds and 1.8314 for road funds; and various miscellaneous revenues shall total \$ 639,512.

Section 6: Millage Levy

The Greenwood 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 0.7589 mills as authorized under state law and approved by the electorate as well as 1.8518 mills in road millage.

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2025-26 for the various township activities are as follows: \$ 604,888.

Section 8: Adoption of Budget by Cost Center

The Board of Trustees of Greenwood Township adopts the 2025-26 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 9: Authorized salary, hourly, and per diem rates

Included in the various cost centers are amounts for salary, hourly, and per diem rates for the officials and employees of the Township as follows:

- Supervisory: \$800 per month
- Clerk: \$1271 per month and \$1000 per special election
- Deputy Clerk: \$18 per hour
- Treasurer: \$919 per month and \$3.40 per parcel for summer tax collection
- Deputy Treasurer: \$18 per hour
- Trustee: \$265 per month
- FOIA Coordinator & Office Assistant: \$18 per hour
- Maintenance: \$100 for a full cleaning, \$60 for a partial cleaning, and \$18 per hour
- Cemetery Sexton: \$18 per hour
- Election Workers: \$17 per hour
- Election Manager: \$20 per hour
- Election On Call: \$60 per day
- BOR: \$125 per full day and \$60 per half day

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 township 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. 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: 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 YTD Budget to Actual;
- c. a YTD Comparison of Spending to the same period in the prior fiscal year.

Section 13: 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 14: 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 15: 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).

Section 16: Board Adoption

Motion made by: Bronwyn Asplund, seconded by Lorie Fliegel to adopt the foregoing resolution.

Upon roll call vote, the following voted aye: Jess McClaughry, Rachel Mackson, Lorie Fliegel, and Bronwyn Asplund

The following voted nay: NONE.

The Supervisor declared the motion carried and the resolution was duly adopted on the 26th day of March 2025.



Rachel Mackson ~ Clerk