

Gourley Township

Menominee County Michigan

DRAFT Minutes of March 10, 2025 Budget Hearing Meeting

Supervisor Stephen Wery called the meeting to order at the Gourley Township Hall at 6:00 p.m. Stephen Wery led the Pledge of Allegiance.

Roll Call: Present: Stephen Wery, Supervisor
Ken Netzel, Deputy Clerk
Stephanie Walechka, Treasurer
Jesse Wery, Trustee
Dan Cordy, Trustee

Absent: Ivy Netzel

Also Present: Brian Mack

Agenda: Agenda presented. Stephanie moved to accept the agenda and Jesse supported the motion. It was carried.

Minutes: The minutes of the March 11, 2024, Budget Hearing were presented. Stephanie made a motion to accept the minutes and to place them on file. Jesse supported the motion and the motion carried.

Budget Hearing: Stephen Wery presented the Preliminary Budget for 2025-2026. The Township's total taxable value is \$20,766,161.00. The Township is allocated 1.5 mills from the taxpayers and with the headlee rollback it is 1.2945. To calculate the amount of funds the taxes will bring in for the General Fund, you take the Total taxable value and multiply it by 1.2945 like this ($\$20,766,161.00 \times 0.0012945 = \$26,881.00$). The majority of the Township funding is supported by State Revenue Sharing at approximately \$48,250.00. The Fire Fund is allocated 3.0 mills and with the headlee rollback it is 2.2909 so you would calculate it like this ($\$20,766,161.00 \times 0.0022909 = \$47,573.00$). The 2025-2026 Budget predicts the following revenues and expenditures:

General Fund

Total Revenue of \$90,550.00
Total Expenditures \$90,532.45
Projected Balance of \$17.55

Fire Fund

Total Revenue \$48,800.00
Total Expenditures \$48,796.06
Projected Balance of \$3.94

Swamp tax is DNR Land (PILT). The DNR gets 18 mills (School Operating) off of their taxes, and they set their own assessments.

Steve discussed the agreement with the Road Commission for the Township to pay for part of the chip sealing of Maple Lane and at the same time the Road Commission would repair 551 from 374 south to the county line (where the gravel road begins).

Some minor changes in the Fire Fund involve moving \$400 from Emergency Repairs to Assistant Chief, since they have decided to reduce to one Assistant Chief and the responsibilities for that person will increase. Also, Stephanie suggested increasing the salaries of the three deputies in the General Fund to \$300 from \$200. The offset for that money will come from the Building Improvements fund.

The General Appropriations Act was discussed and passed.

Public Comment: Brian noted that the Fire Department will go ahead with writing a grant for equipment repairs.

Adjourn: Moved by Jesse and supported by Stephanie to adjourn the meeting at 6:32 p.m. The motion carried. The next Regular Board Meeting will immediately follow after a short intermission.

Gourley Township Board Meeting
3/13/25

Respectfully submitted,

Ivy Netzel, Clerk Date Approved: _____

	Budget YTD
101 - General Fund	
Operating Revenue	
101-000-401-0 Taxes	26,800.00
101-000-401-1 Swamp Taxes	10,000.00
101-000-573-0 Local Comm. Stabilization- Metro Auth.	2,100.00
101-000-574-0 State Revenue Sharing	48,250.00
101-000-665-0 Interest	2,000.00
101-000-667-0 Hall Rental	0.00
101-000-671-0 Other Revenue	0.00
101-000-671-1 Fire Department Banquet Fee	0.00
101-000-674-0 Private Contributions and Donations	0.00
101-000-676-0 Reimbursements	0.00
101-000-676-1 Summer Tax Reimbursements	1,400.00
101-000-676-2 Election Reimbursement	0.00
101-000-677-0 Road & Fire Sign Income	0.00
Total Operating Revenue	\$90,550.00
Total Revenue	\$90,550.00
Operating Expense	
101-101-861-0 Transportation-Mileage Reimburse	1,000.00
101-101-882-0 Flags	375.00
101-101-883-0 UPSET	300.00
101-101-900-0 Printing and Publishing	2,400.00
101-101-955-0 Miscellaneous	1,000.00
101-101-955-1 Fire Department Banquet Expense	1,200.00
101-265-801-0 Lawn Care	600.00
101-265-801-1 Snow Removal	700.00
101-265-802-0 Garbage Removal	100.00
101-265-934-0 Hall Maintenance	1,000.00
101-446-884-0 Fire & Road Signs Expense	250.00
101-446-934-0 Road Repairs	8,500.00
101-901-975-0 Buildings, Building Additions & Improve	6,950.00
101-901-980-0 Office Equipment and Furniture	2,000.00
Total Operating Expense	\$26,375.00
Administrative Expenses (Expense)	
101-101-703-0 Trustee's Salary	3,974.66
101-101-709-0 FICA	2,100.00
101-101-711-0 Medicare	500.00
101-101-725-0 Trustee's Per Diem	240.00
101-101-752-0 Supplies	100.00
101-101-752-1 Office Supplies	100.00
101-101-752-2 Trustee's Supplies	100.00
101-101-791-0 Dues	700.00
101-101-805-0 Continuing Education	500.00
101-101-840-0 Insurance Premium	4,500.00

101-101-850-0 Communications	350.00
101-101-852-0 Webpage	450.00
101-101-924-0 Utilities	4,000.00
101-101-933-0 Software Maintenance	3,500.00
101-171-703-0 Supervisor's Salary	7,949.32
101-171-703-1 Deputy Supervisor's Salary	300.00
101-171-725-0 Supervisor's Per Diem	300.00
101-171-752-2 Supervisor's Supplies	300.00
101-215-703-0 Clerk's Salary	7,949.32
101-215-703-1 Deputy Clerk's Salary	300.00
101-215-725-0 Clerk's Per Diem	120.00
101-215-725-1 Deputy Clerk's Per Diem	0.00
101-215-752-2 Clerk's Supplies	500.00
101-223-804-0 Audit	1,000.00
101-247-704-0 Board of Review Workers	2,000.00
101-253-703-0 Treasurer's Salary	7,949.32
101-253-703-1 Deputy Treasurer's Salary	300.00
101-253-725-0 Treasurer's Per Diem	120.00
101-253-752-2 Treasurer's Supplies	600.00
101-257-704-0 Assessor's Wages	300.00
101-257-752-1 Assessor's Supplies	575.00
101-257-801-0 Assessor's Fees	8,242.50
101-262-704-0 Election Workers	1,300.00
101-262-752-1 Election Supplies	750.00
101-265-703-0 Custodian's Salary	1,987.33
101-265-725-0 Custodian's Per Diem	200.00
Total Administrative Expenses (Expense)	\$64,157.45
Total Expense	\$90,532.45
Excess Revenue Over Expenses	\$17.55

	Variance
	YTD
206 - Fire Fund	
Operating Revenue	
206-000-401-0 Taxes	47,500.00
206-000-665-0 Interest	1300.00
206-000-674-0 Private Contributions and Donations	0.00
206-000-676-0 Reimbursements	0.00
Total Operating Revenue	\$48,800.00
Total Revenue	\$48,800.00
Operating Expense	
206-265-801-0 Lawn Care	600.00
206-265-801-1 Snow Removal	700.00
206-265-802-0 Garbage Removal	100.00
206-265-934-0 Hall Maintenance	1,000.00
206-336-758-0 Diesel Fuel	750.00
206-336-806-0 Grant Writing	300.00
206-336-861-0 Transportation-Mileage Reimburse	400.00
206-336-934-0 Repairs	5,000.00
206-336-934-1 Emergency Repairs	4,500.00
206-336-940-0 Rentals	550.00
206-336-955-0 Miscellaneous	1,000.00
206-448-920-0 Street Lights	250.00
206-901-975-0 Building, Building Additions, &	500.00
206-901-981-0 Vehicles	0.00
206-901-985-0 New Equipment	5,000.00
206-901-985-2 New Equipment - Gear	4,500.00
Total Operating Expense	\$25,150.00
Administrative Expenses (Expense)	
206-223-804-0 Audit	1,000.00
206-336-703-0 Fire Chief's Salary	2,649.78
206-336-703-1 Deputy Fire Chief's Salary	800.00
206-336-707-0 Firemen Incentive Program	3,251.28
206-336-709-0 FICA	450.00
206-336-711-0 Medicare	125.00
206-336-725-0 Fire Chief Per Diem	120.00
206-336-752-0 Supplies	500.00
206-336-752-1 Office Supplies	100.00
206-336-752-2 Fire Chief's Supplies	400.00
206-336-791-0 Dues	350.00
206-336-835-0 Health Services	300.00
206-336-840-0 Insurance Premium	7,000.00
206-336-924-0 Utilities	4,000.00
206-342-807-0 Training	2,000.00
206-343-850-0 Communications	600.00
Total Administrative Expenses	\$23,646.06
Total Expense	\$48,796.06
Excess Revenue Over Expenses	3.94

General Appropriations Act Gourley Township

A resolution to establish a General Appropriations Act for Gourley Township; to define the powers and duties of the Gourley 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 Gourley Township ordains:

Section 1: Title

This resolution shall be known as the Gourley 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: Public Hearings on the proposed budget were held on March 10, 2025.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2025-26, including an allocated millage of 1.5 mills; voter-authorized millage of 1.5 mills; and various miscellaneous revenues shall total \$90,550.00.

Estimated township fire fund revenues for fiscal year 2025-26, including an allocated millage of 3.0 mills; voter-authorized millage of 3.0 mills; and various miscellaneous revenues shall total \$48,800.00.

Section 6: Millage Levy

The Gourley 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 1.2945 mills for General Fund and 2.2909 mills for Fire Fund as set forth by the Tax Allocation Board.

Section 7: Estimated Expenditures

Estimated township General Fund expenditures for fiscal year 2025-26 for the various township activities shall total \$90,532.45 and \$48,796.06 for the Fire Fund.

Section 8: Adoption of Budget by Reference

The General Fund and Fire Fund budget of Gourley 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 Centers

The Board of Trustees of Gourley Township adopts the 2025-26 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. No transfers of line item appropriations shall 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.

Section 11: Transfer Authority

Under no circumstances may the total general fund or fire fund budget be changed without prior board approval.

Section 12: Periodic Fiscal Reports

The fiscal officer shall transmit to the board at each board meeting the actual financial condition of the General Fund and Fire Fund, and showing the receipts and expenditures and encumbrances for the current month.

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

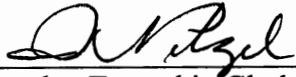
Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief 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 officials or employees to disciplinary action by the Gourley Township Board.

Section 16: Board Adoption

Motion made by Jesse, seconded by Dan to adopt the foregoing ordinance. Upon roll call vote, the following voted aye: 4. The following voted nay: 0. The supervisor declared the motion carried and the resolution duly adopted on the 10th day of March, 2025



Gourley Township Clerk