

2026-01 Fiscal Year 2026-2027 Middlebury Township Budget

Middlebury Township General Appropriations Act

A resolution to establish General Appropriations Act for Middlebury Township; to define the powers and duties of the Middlebury 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 Middlebury Township resolves:

Section 1: Title

This resolution shall be known as the Middlebury 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 on February 8, 2026 and a public hearing on the proposed budget was held on March 10, 2026 at 6:45 pm.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2026-2027, including an allocated millage of .998 mills; voter-authorized millage of road fund of 2.0 mills and emergency fund of 2.75 mills; and various miscellaneous revenues shall total \$ 571,645.78.

Section 6: Millage Levy

The Middlebury 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 .998 mills as set forth by the Tax Allocation Board (*or as authorized under state law and approved by the electorate*).

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2026-2027 for the various township activities (*cost centers*) are as follows:

03/27/2025		BUDGET REPORT FOR MIDDLEBURY TOWNSHIP
		2025-26
		APPROVED
GL NUMBER	DESCRIPTION	BUDGET
ESTIMATED REVENUES		
101-000-001.001	CARRYOVER INCOME	175,980.00

101-000-002.001	CASH OUT CD	0.00
101-000-339.000	UNEARNED REVENUE -ARPA	0.00
101-000-403.000	1 MILL TWP TAX	50,000.00
101-000-423.000	OTHER PROPERTY TAX / DELINQUENT TAXES	70.00
101-000-423.201	OTHER TAXES - ROADS	0.00
101-000-423.301	EMERGENCY SERVICE TAX FUND	0.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	100.00
101-000-447.000	1% ADMIN FEE	20,000.00
101-000-528.000	ARPA FEDERAL GRANT	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	10,000.00
101-000-574.000	STATE REVENUE SHARING	160,000.00
101-000-608.000	METRO ACT FEE	3,000.00
101-000-609.000	CABLE TV FRANCHISE FEES	7,500.00
101-000-618.000	COLLECTION FEES	0.00
101-000-630.000	LANDFILL FEES	0.00
101-000-641.000	SET FEE	2,200.00
101-000-642.000	CEMETERY LOTS	500.00
101-000-642.001	OPENING AND CLOSING FEES	2,000.00
101-000-642.002	FOUNDATION FEES	1,500.00
101-000-650.000	RENT	0.00
101-000-664.000	INTEREST & DIVIDENDS EARNED / RENT	500.00
101-000-664.201	INTEREST ROAD ACCOUNT	0.00

101-000-665.000	INTEREST INCOME ON CD'S	4,000.00
101-000-671.000	LAND SALE	0.00
101-000-677.000	REIMBURSEMENTS	0.00
101-000-687.000	INSURANCE REFUND	0.00
101-000-694.000	DOG LICENSES	0.00
101-000-956.001	OVERAGES	0.00
TOTAL ESTIMATED REVENUES		437,350.00

APPROPRIATIONS

101-000-999.101	TRANSFER TO OTHER FUNDS	0.00
101-000-999.150	TRANSFER IN CEMETERY CD INTEREST	0.00
101-101-702.000	TOWNSHIP BOARD-SALARIES	5,000.00
101-101-702.002	OFFICE ADMINSTRATOR-SALARIES	15,000.00
101-101-727.000	SUPPLIES	2,500.00
101-101-727.002	COPIER EXPENSE	2,000.00
101-101-730.000	TOWNSHIP BOARD POSTAGE	100.00
101-101-816.000	TOWNSHIP BOARD-DUES	1,200.00
101-101-860.000	TOWNSHIP MILEAGE	300.00
101-101-900.000	TOWNSHIP BOARD-PRINTING & PUBLISHING	250.00
101-101-940.000	TOWNSHIP RENT	150.00
101-101-956.000	TOWNSHIP MISC./ EDUCATION	5,000.00
101-101-956.003	BANKING FEES/FRAUD	0.00

101-171-702.000	SUPERVISOR SALARY	20,000.00
101-171-727.000	SUPPLIES	200.00
101-171-860.000	SUPERVISOR MILEAGE	500.00
101-171-956.000	SUPERVISOR MISC.	500.00
101-215-702.000	CLERK-SALARY	40,000.00
101-215-727.000	SUPPLIES	3,500.00
101-215-730.000	CLERK-POSTAGE	500.00
101-215-860.000	CLERK-MILEAGE	700.00
101-215-956.000	CLERK-MISC.	500.00
101-223-801.000	AUDITOR-CONTRACTED SERVICE	12,000.00
101-228-956.000	TECHNOLOGY-MISC.	1,000.00
101-233-900.000	LAND ACQUISITION-PUBLISHING	0.00
101-233-956.000	LAND ACQUISITION-MISC.	0.00
101-247-702.000	BOARD OF REVIEW-SALARY	3,000.00
101-247-900.000	BOARD OF REVIEW-PUBLISHING	200.00
101-247-956.000	BOARD OF REVIEW-MISC.	200.00
101-253-702.000	TREASURER-SALARY	40,000.00
101-253-727.000	SUPPLIES	1,000.00
101-253-730.000	TREASURER-POSTAGE	1,600.00
101-253-810.000	TREASURER-TAXES	2,500.00
101-253-860.000	TREASURER-MILEAGE	2,000.00
101-253-940.000	TREASURER-RENT	0.00
101-253-956.000	TREASURER-MISC.	500.00

101-257-702.000	ASSESSOR-SALARY	20,000.00
101-257-727.000	SUPPLIES	1,500.00
101-257-730.000	ASSESSOR POSTAGE	550.00
101-257-801.000	ASSESSOR CONTRACTED SERVICE	750.00
101-257-860.000	ASSESSOR MILEAGE	100.00
101-262-702.000	ELECTIONS SALARY	3,000.00
101-262-727.000	SUPPLIES	1,000.00
101-262-730.000	ELECTIONS POSTAGE	500.00
101-262-801.000	Election- Contracted Services	3,000.00
101-262-860.000	ELECTIONS MILEAGE	300.00
101-262-900.000	ELECTIONS PUBLISHING	500.00
101-262-956.000	TOWNSHIP MISC./ EDUCATION	1,000.00
101-265-702.000	BUILDING & GROUNDS- SALARY	0.00
101-265-727.000	SUPPLIES	1,500.00
101-265-727.001	NEW BUILDING SUPPLIES	0.00
101-265-801.000	CONTRACTED SERVICE	5,000.00
101-265-801.001	NEW BUILDING CONTRACTS	0.00
101-265-860.000	BUILDING & GROUNDS-MILEAGE	0.00
101-265-920.000	BUILDING & GROUNDS-UTILITIES	4,000.00
101-265-930.000	BUILDING & GROUNDS- REPAIRS/MAINTENANCE	10,000.00
101-265-930.001	NEW LANDSCAPING	0.00
101-265-956.000	BUILDING & GROUNDS-MISC.	1,000.00

101-265-956.004	NEW BUILDING PERMITS	0.00
101-266-727.000	SUPPLIES	0.00
101-266-730.000	ATTORNEY-POSTAGE	0.00
101-266-801.000	ATTORNEY-CONTRACTED SERVICE	10,000.00
101-266-851.000	ATTORNEY-TELEPHONE	0.00
101-266-860.000	ATTORNEY-MILEAGE	50.00
101-276-702.000	CEMETERY-SALARY	15,000.00
101-276-727.000	SUPPLIES	1,500.00
101-276-801.000	AUDITOR-CONTRACTED SERVICE	15,000.00
101-276-860.000	CEMETERY-MILEAGE	100.00
101-276-930.000	CEMETERY-REPAIRS/MAINTENANCE	2,000.00
101-276-940.000	CEMETERY-RENT	0.00
101-276-956.000	CEMETERY-MISC.	1,000.00
101-276-956.002	MAPLE GROVE CEMETERY	0.00
101-299-969.000	UNALLOCATED	0.00
101-336-702.000	EMERGENCY SERVICES-SALARY	1,800.00
101-336-801.000	EMERGENCY SERVICES-CONTRACTED SERVICE	33,000.00
101-336-860.000	EMERGENCY SERVICES-MILEAGE	0.00
101-337-801.100	MILLAGE (FIRE) EMERGENCY SERVICES	0.00
101-337-801.101	MILLAGE (AMB) EMERGENCY SERVICES	0.00
101-445-958.000	DRAINS AT LARGE	6,000.00
101-448-920.000	STREET LIGHTS	3,500.00

101-449-801.000	ROADS	0.00
101-596-801.002	SATA CONTRACTED SERVICES	0.00
101-693-930.000	WEBPAGE MAINTANCE	1,000.00
101-693-956.000	WEBPAGE MISC.(WEBPAGE EDUCATION)	0.00
101-695-801.000	COMMUNITY SERVICE	0.00
101-721-702.000	PLANNING-SALARY	0.00
101-721-860.000	PLANNING-MILEAGE	0.00
101-721-956.000	PLANNING-MISC.	0.00
101-751-702.000	TOWNSHIP BOARD-SALARIES	0.00
101-751-801.000	RECREATION	0.00
101-790-702.000	LIBRARY BROAD-SALARY	1,800.00
101-851-910.000	INSURANCE & BONDS	15,000.00
101-862-715.000	FICA	20,000.00
101-862-715.002	STATE WITHHOLDING TAXES	5,000.00
101-901-969.001	APPROPRIATE TO OTHER FUNDS	0.00
101-941-969.002	CONTINGENCY	0.00
101-999-956.000	CD INVESTMENT FOR FISCAL YEAR	0.00
101-999-999.204	TRANSFER TO OTHER FUNDS (ROADS)	90,000.00
101-999-999.703	TRANSFER TO OTHER FUNDS (TAX FUND)	0.00
TOTAL APPROPRIATIONS		437,350.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		0.00
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

Section 8: Adoption of Budget by Reference

The general fund budget of Middlebury 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 Center

The Board of Trustees of Middlebury Township adopts the 2026-2027 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 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 quarter;
- b. a summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter;
- c. a detailed list of:
 - i. 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.
 - ii. for each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter 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 17: Board Adoption

Motion made by, seconded by to adopt the foregoing resolution.

Upon roll call vote, the following voted aye: J. Aldrich-Yes, M. Herendeen -Yes J. Ruess-Yes, G. Ruess-Yes, R. Powell-Yes Naes: None

The following voted nay:

Absent:

The Supervisor declared the motion carried and the resolution duly adopted on the 1th day of March, 2026.

Jamie Aldrich

Township Clerk