

# 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 \$ 572,900.00

### **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:

2026-27		
APPROVED		
GL NUMBER	DESCRIPTION	BUDGET
101-000-001.001	CARRYOVER INCOME	175,980.00
101-000-403.000	1 MILL TWP TAX	52,000.00
101-000-447.000	1% ADMIN FEE	20,000.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	10,000.00
101-000-574.000	STATE REVENUE SHARING	140,000.00
101-000-609.000	CABLE TV FRANCHISE FEES	7,500.00
101-000-641.000	SET FEE	2,200.00
101-000-642.000	CEMETERY LOTS	2,000.00
101-000-642.001	OPENING AND CLOSING FEES	3,000.00
101-000-642.002	FOUNDATION FEES	1,500.00
101-000-664.000	INTEREST & DIVIDENDS EARNED / RENT	10,000.00
101-000-665.000	INTEREST INCOME ON CD'S	500
101-101-702.000	TOWNSHIP BOARD-SALARIES	5,000.00
101-101-702.002	OFFICE ADMINISTRATOR-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
101-101-816.000	TOWNSHIP BOARD-DUES	1,200.00
101-101-860.000	TOWNSHIP MILEAGE	500
101-101-900.000	TOWNSHIP BOARD-PRINTING & PUBLISHING	100
101-101-956.000	TOWNSHIP MISC./ EDUCATION	500
101-171-702.000	SUPERVISOR SALARY	17,000.00
101-171-727.000	SUPPLIES	200
101-171-860.000	SUPERVISOR MILEAGE	100
101-171-956.000	SUPERVISOR MISC.	100
101-215-702.000	CLERK-SALARY	30,000.00
101-215-727.000	SUPPLIES	2,000.00
101-215-860.000	CLERK-MILEAGE	500
101-223-801.000	AUDITOR-CONTRACTED SERVICE	12,000.00
101-228-956.000	TECHNOLOGY-MISC.	500
101-247-702.000	BOARD OF REVIEW-SALARY	3,000.00
101-247-900.000	BOARD OF REVIEW-PUBLISHING	200
101-247-956.000	BOARD OF REVIEW-MISC.	200
101-253-702.000	TREASURER-SALARY	22,000.00
101-253-727.000	SUPPLIES	1,500.00
101-253-730.000	TREASURER-POSTAGE	1,600.00
101-253-810.000	TREASURER-TAXES	2,500.00
101-253-860.000	TREASURER-MILEAGE	1,000.00
101-253-956.000	TREASURER-MISC.	200
101-257-727.000	SUPPLIES	1,500.00
101-257-730.000	ASSESSOR POSTAGE	550
101-257-801.000	ASSESSOR CONTRACTED SERVICE	15,000.00
101-257-860.000	ASSESSOR MILEAGE	100
101-262-702.000	ELECTIONS SALARY	7,500.00
101-262-727.000	SUPPLIES	1,000.00
101-262-730.000	ELECTIONS POSTAGE	1,000.00
101-262-801.000	Election- Contracted Services	8,000.00
101-262-860.000	ELECTIONS MILEAGE	300
101-262-900.000	ELECTIONS PUBLISHING	500
101-265-727.000	SUPPLIES	1,500.00
101-265-801.000	CONTRACTED SERVICE	5,000.00
101-265-920.000	BUILDING & GROUNDS-UTILITIES	4,000.00
101-265-930.001	NEW LANDSCAPING	37,780.00
101-265-956.000	BUILDING & GROUNDS-MISC.	500
101-266-801.000	ATTORNEY-CONTRACTED SERVICE	5,000.00
101-266-860.000	ATTORNEY-MILEAGE	50
101-276-702.000	CEMETERY-SALARY	10,000.00
101-276-727.000	SUPPLIES	1,000.00
101-276-801.000	AUDITOR-CONTRACTED SERVICE	15,000.00
101-276-860.000	CEMETERY-MILEAGE	300
101-276-930.000	CEMETERY-REPAIRS/MAINTENANCE	2,000.00
101-336-702.000	EMERGENCY SERVICES-SALARY	1,800.00
101-336-801.000	EMERGENCY SERVICES-CONTRACTED SERVICE	44,500.00
101-445-958.000	DRAINS AT LARGE	2,000.00
101-448-920.000	STREET LIGHTS	3,500.00
101-449-801.000	ROADS	70,000.00
101-693-930.000	WEBPAGE MAINTANCE	1,000.00
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	6,000.00
101-999-999.204	TRANSFER TO OTHER FUNDS (ROADS)	20,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		0
BEGINNING FUND BALANCE		
ENDING FUND BALANCE		

2026-27		
APPROVED		
GL NUMBER	DESCRIPTION	BUDGET
150-000-665.001	INTEREST INCOME	1,000.00
150-000-999.101	TRANSFER TO OTHER FUNDS	500

### **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 Jill Ruess, seconded by Ron Powell 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 10th day of March, 2026.

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Jamie Aldrich

Township Clerk