

CHARTER TOWNSHIP OF IRONWOOD
GENERAL APPROPRIATIONS RESOLUTION NO. 14
FISCAL YEAR JANUARY 1-DECEMBER 31, 2009
PUBLIC HEARING DECEMBER 12, 2008

WHEREAS: The Supervisor/Superintendent has prepared a budget for fiscal year 2009, and presented said budget to the Township Board for review and adjustments and,

WHEREAS: Said budget has been reviewed and adjusted to show a balance between expenditures and revenues, and

WHEREAS: Said budget has been presented to the public for comment and all input has been considered by the Township Board, now

THEREFORE BE IT RESOLVED: That the adjusted budget be and is hereby adopted in accordance with P.A. of 1978 with the following stipulations:

1. Line items within an activity can be altered but the budget activity total must not be exceeded. If the activity total is to be amended, it shall be by resolution of the Board. All changes in the budget for all funds must always reflect a balanced budget.
2. The Clerk and Treasurer shall be responsible for the respective budgets. This includes purchase orders for all items purchased and shall not exceed the budgeted amount of their activity.
3. The Supervisor/Superintendent shall be responsible for all other activities and funds and maintaining them within his/her budgeted limits. Likewise, all purchases shall be made with a purchase order.
4. Limitations on purchases without first security bids by solicitation or legal notice shall be limited to \$500.00. This limitation can only be waived by a majority of the Township Board if it is deemed that other means of purchasing are financially beneficial to the Township or in an emergency situation. This exception shall be confined to each single occurrence and not carry over to other purchases.
5. Quarterly reports for revenues and expenditures shall be prepared by the Supervisor/ Superintendent and presented to the Township Board. The Clerk and Treasurer shall provide the Supervisor/Superintendent such information as he/she requests to prepare such reports. The information requested shall be forwarded to the Supervisor/Superintendent by the 25th day of the month ending the quarter. The quarterly report shall be available for Board members at the 2nd regular meeting following each quarter.
6. The Clerk shall stamp all claims for payment against the Township when received and date same, check for accuracy of the figures, proper discounts and initial this verification. These bills shall then be forwarded to the Supervisor/ Superintendent

for each account numbers and approval for payment. In the Clerk's or Treasurer's budget, each shall place the account numbers required and forwarded to the Supervisor/Superintendent for payment approval.

7. All claims against the Township must be in the Clerk's office five Township working days prior to a regular Township meeting to be paid at the meeting. This is necessary to allow sufficient time to process such payment.
8. Payments of claims shall be made at any regular or special meeting of the Township Board. The resolution to pay the bills shall be reference to inclusive voucher numbers.
9. Claims for mileage shall be \$0.505 per mile and will be paid only when on official Township business. All mileage claims shall be submitted on an approved Township form for approval by the Township board.
10. The claimant for mileage, meals and lodging shall not be the person approving the claim for payment.
11. Claims for lodging and meals shall be as follows:

Lodging-Going rate/Receipt needed

Breakfast -	\$5.00
Lunch -	\$7.50
Dinner -	\$12.50

These limits include tips and tax. No receipts are required for meals. Taxi service will be reimbursed upon actual receipts. Any rates above limits will have prior Board approval.

12. Advances for anticipated expenses shall be limited to and based on rates for meals, lodging, and mileage (when own vehicle is used) including registration fees when applicable.

This Resolution and its stipulation shall become a part of the budget and both shall be recorded in the minutes of the Township Board. This Resolution will be the General Appropriations Act of the Charter Township of Ironwood.

The above Resolution was offered by ____ supported by __.

YEA: _____

NEA: _____

ABSENT: _____

The Chairman declared the MOTION carried and the RESOLUTION duly adopted on the 12th day of December, 2008.

By: _____
Gayla J. Salmi, Clerk

I, Gayla Salmi, the duly elected and acting Clerk of the Charter Township of Ironwood, hereby certify that the foregoing resolution was adopted by the Township Board of the said Township at the Regular Meeting of the said Board held on December 12, 2008, at which meeting a quorum was present, by a roll call vote of said members as hereinbefore set forth; that the said resolution was ordered to take immediate effect.

Gayla Salmi, Clerk