

**RESOLUTION TO ADOPT  
THE MARTIN TOWNSHIP BUDGET FOR 2023-2024**

Martin Township, Allegan County  
(Resolution No. 2023-08)

WHEREAS, the Township Board for Martin Township has held a public hearing on the proposed Township budget for 2023-2024 on June 14, 2023, for which proper notice was published in the newspaper on May 4, 2023 as required by law; and

WHEREAS, the Township Board wishes to adopt the 2023-2024 budget and this Resolution shall constitute the Township's general appropriations act ("Act") for 2023-2024, as amended.

NOW, THEREFORE, BE IT RESOLVED by the Township Board as follows:

**Section 1: Title**

This Resolution shall be known as the "Martin Township General Appropriations Act".

**Section 2: Chief Administrative Officer**

The Township 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 Township 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**

Pursuant to MCLA 141.412, notice of a public hearing on the proposed 2023-2024 budget was published in a newspaper of general circulation on May 4, 2023 and a public hearing on the proposed budget was held on June 14, 2023.

**Section 5: Estimated Revenues**

Estimated Township general fund revenues for fiscal year 2023-2024, including an allocated millage of 1.0603 mills, voter-authorized millage's of, 0.9910 mills for fire vehicles, 0.7500 mills for equipment, and 3.9521 mills for roads, and various miscellaneous revenues shall total \$ 1,245,830.35

**Section 6: Millage Levy**

The Martin Township Board shall levy the following general property taxes on all taxable real and personal property within the Township on December 1, 2023:

Allocated:	1.0603 mills
Fire Equipment/Fire Vehicles:	0.7500 mills
Roads:	3.9521 mills
Fire:	0.9910 mills

The Township Board certifies that the above millages have been reduced, if necessary, to comply with Headlee, MCL 211.34d, and the Truth-in-Taxation Act, MCL 211.24e.

The Township Supervisor and Township Clerk are hereby authorized and directed to sign and transmit the 2023 Tax Rate Request on Michigan Department of Treasury Form L-4029 to the Allegan County Clerk and the Allegan County Equalization Department.

#### **Section 7: Estimated Expenditures**

Estimated Township general fund expenditures for fiscal year 2023-2024 for the various Township activities are as follows: *(account numbers, cost centers and totals here)*.

\$ 1,245,830.35 SEE ATTACHED SPREADSHEETS

#### **Section 8: Adoption of Budget by Reference**

The general fund budget of Martin Township for 2023-2024 (attached as Exhibit A) is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this Act.

*Section 9 (Note: Choose one of the two options below. It is also possible to use a “hybrid” budget, with some departments managed by cost center and others by line item.)*

#### **Section 9: Adoption of Amended Budget by Cost Center *(if desired)***

The Board of Trustees of Martin Township adopts the 2023-2024 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 Township Board approval by budget amendment.

[or]

#### **Section 9: Adoption of Amended Budget by Line Item *(if desired)***

The Board of Trustees of Martin Township adopts the 2023-2024 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 Township 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, and shall not issue any Township order for expenditures that exceed appropriations.

#### **Section 11: Periodic Fiscal Reports**

The fiscal officer shall transmit to the Township 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 (*month*);



- b. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (*month*) and for the current fiscal year to the end of the previous quarter (*month*);
- 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 (month) 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 12: 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 13: 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 14: 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) and the Martin Township policy manual.

Adopted on motion by \_\_\_\_\_, second by \_\_\_\_\_ -Roll Call Vote:

Glenn Leep	_____ aye	_____ nay
Jennifer Wharton	_____ aye	_____ nay
Susan Tiemeyer	_____ aye	_____ nay
Jack Sipple	_____ aye	_____ nay
John Schipper	_____ aye	_____ nay

**RESOLUTION DECLARED ADOPTED.**

STATE OF MICHIGAN            )  
COUNTY OF ALLEGAN        )

I, Jennifer Wharton, Clerk of the Township of Martin, Allegan County, Michigan, hear by certify that the above is a true and correct copy of the Resolution, which was adopted by the Township Board at a meeting held on June 14, 2023.

Signed: \_\_\_\_\_  
          Jennifer Wharton, Township Clerk

Dated: June 14, 2023

# **Martin Township Board Meeting Agenda**

## **June 14, 2023**

Meeting called to order 6:30 p.m.

Pledge of Allegiance

Roll Call

Approve minutes of the previous meeting – May 10, 2023 Regular Board meeting and May 17, 2023 Budget workshop meeting.

Resolution 2023-08

Budget / Truth and Taxation Hearing 2023/2024

Welcome Guests:

Public Comment – please keep public comments to 3 minutes

Gale Dugan – County Commissioner

Department Reports:

Ambulance

Cemetery – fixing water pump

Fire – new applicant-Ben DeHaan

Library –hired new Librarian-Abbie LaFountaine

Memorial Park

Planning Commission

Roads

New Business:

Township Meeting Dates 2023-2024

Township Attorney

Township Auditor

Township Assessor

Township Bank

1% Interest, 3% penalty for tax collection

Old Business:

Approve payment of bills

Budget

Treasurer's Report

Board Reports:

Supervisor - Glenn

Clerk – Jennifer

Treasurer – Sue

Trustee - John

Trustee - Jack

Adjourn

# **Martin Township Board Meeting Minutes**

**May 10, 2023**

Meeting Called to Order at 6:00 pm

Pledge of Allegiance

Roll Call – Leep, Tiemeyer, Sipple, Schipper, Dykstra all present

Approve minutes of the previous meeting – April 12, 2023

Schipper motioned, Tiemeyer supported, motion carries

Welcome Guests:

Public Comment - \*limited to three minutes per person\*

None

Gale Dugan – County Commissioner

Absent due to previous engagement

Department Reports –

Ambulance – nothing

Fire – nothing

Library – Library Director Alicia Kershaw's resignation

Board agreed to send Kershaw a thank you and gift card

Cemetery –

Paved drive – lots of compliments

Family requested grave sites at Old South

Schipper motioned, Dykstra supported to grant request

Cemetery Flags – East Martin Christian School placed flags in all three cemeteries

Survey has begun at South Cemetery

Memorial Park – everything is all set with the Parade committee. Mentioned mowing issues.

Planning Commission – meeting in June

New Business –

Budget Meeting to be held May 17 at 6pm

Trash Day is May 20

Recycle price is going up

Old Business –

ARPA Funds – report sent in

Approve payment of bills –

Motion made by Schipper, supported by Tiemeyer

Budget –

Amendments changes as noted. Motion by Tiemeyer, supported by Schipper, motion to adjust budget as needed approved.

Treasurer's Report – all is well

Board Reports –

Supervisor – Glenn – PCI is keeping him busy

Clerk – Denise - Dear Township Board,

This letter is to inform you that I am resigning as Martin Township Clerk. Due to an unplanned address change, I am not longer living in Martin Township and therefore cannot keep this position. My last day as Clerk would be Friday, May 19.

It has been an honor to serve my community in this capacity. Thank you for entrusting me with this job.

I have greatly enjoyed my time here with the Martin Township and forever grateful for this opportunity.

Treasurer – Sue – consider pay for training of new clerk, what is a good hourly wage? ICS accounts, always local and secure and pays interest on all our money as well as always being liquid. Ordered flowers from Zeinstra's for Township.

Jack – Reeds are in works.

John – fire guys did a mock disaster that went well. Summer festival coming up and the fire department will be manning a mock smokehouse. Fire runs are slower.

Motion made by Leep, supported by Schipper to adjourn. Adjourn at 7:30pm

Respectfully submitted,

Denise Dykstra



# **Martin Township Board Meeting Minutes**

## **May 17, 2023**

Meeting called to order at 6:05pm

Pledge of Allegiance.

Roll Call – Leep, Tiemeyer, Sipple, Dykstra all present. Schipper arrived at 6:15pm

Welcome guests: none

New Business:

Budget Workshop:

Library Budget- The Library Board presented the Library budget for 2023/2024. They are proposing a raise for the Librarian and Aide's wages. Alicia Kershaw has resigned as Librarian and they are currently looking to fill her position. The Aide's have been doing an excellent job in sharing extra duties until new Librarian is found. The Board discussed multiple ideas with Library Board to be able to cut down on some costs. For example, shortening hours of being open and not always having 2 Aide's scheduled together. The Board did agree to a lesser amount than presented by Library Board.

Fire Budget- Chief Knight and Captain Thomas presented the Fire Department budget for 2023/2024. They are requesting an increase of \$1 per call for our firefighters. That would bring each call to \$25. Also requesting a raise for current secretary. They are currently over budget with fuel costs. They are requesting to buy 1 turnout gear set and boots. Discussion regarding replacing the 2006 fire truck as it will be over the 20 year ISO/NFPA Standards. They are currently 2 years out for getting new truck. Captain Thomas has offered to teach CPR classes for anyone interested. The Board discussed and approved budget presented.

Salary Resolutions –

2023-04 Supervisor \$11,382.00 Motion made by Schipper, supported by Tiemeyer. Roll Call – Sipple, Schipper, Dykstra, Tiemeyer, Leep all ayes. Resolution adopted and approved.

2023-05 Clerk \$28,263.00 Motion made by Sipple, supported by Schipper. Roll Call – Schipper, Dykstra, Tiemeyer, Leep, Sipple all ayes. Resolution adopted and approved.

2023-06 Treasurer \$22,120.00 Motion made by Schipper, approved by Sipple. Roll Call – Dykstra, Tiemeyer, Leep, Sipple, Schipper all ayes. Resolution adopted and approved.

2023-07 Trustee \$3,445.00 Motion made by Tiemeyer, supported by Leep. Roll Call – Tiemeyer, Leep, Sipple, Schipper, Dykstra all ayes. Resolution adopted and approved.

General Fund Budget – made changes to complete the Township Budget for 2023-24

Set Budget / Truth N Taxation Hearing for 6.14.23 at 6:30pm

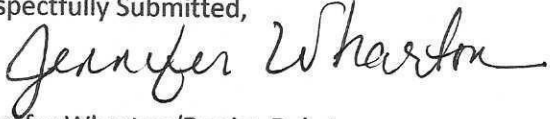


Other Business:

Swore in new Township Clerk, Jennifer Wharton

Adjourn – Motion made by Leep, supported by Tiemeyer to adjourn meeting. Meeting Adjourned at 10pm.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jennifer Wharton". The signature is written in a cursive style with a large, stylized "J" and "W".

Jennifer Wharton/Denise Dykstra

File

GL Number	Description	2021-22 Amended Budget	2021-22 Activity	06/30/2023 Amended Budget	YTD As Of 06/30/2023	2023-24 RECOMMENDED
<b>Fund 206</b>						

## --- Estimated Revenue ---

206-000-577.000	GUN LAKE CASINO REVENUE SHA	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
206-000-600.000	INTEREST INCOME	400.00	657.72	750.00	592.08	1,000.00
206-000-675.000	FIRE EQUIPMENT MILLAGE	73,119.00	73,126.73	74,562.00	74,580.74	79,056.42
206-000-676.000	FIRE PROTECTION MILLAGE	94,460.00	97,472.02	99,733.00	99,680.24	105,745.24
206-000-677.000	FIRE RUNS/SUBSIDIES	12,000.00	28,499.87	15,000.00	22,047.50	20,000.00
206-000-678.000	INCOME FROM GENERAL	0.00	0.00	0.00	151.88	
206-000-685.000	FIRE GRANT	4,011.02	0.00	0.00		
206-000-686.000	MISC INCOME / US 131 DRAGWA	600.00	1,330.90	600.00		
206-000-691.000	PROCEEDS OF LOAN	0.00	0.00	0.00		
<b>Total Estimated Revenue:</b>		<b>199,590.02</b>	<b>216,087.24</b>	<b>205,645.00</b>	<b>212,052.44</b>	<b>220,801.66</b>

## --- Appropriations ---

206-336-702.000	FIRE DEPT SALARY	64,500.00	60,593.26	69,600.00	51,051.41	72,000.00
206-336-702.001	US 131 DRAGSTRIP SALARY	0.00	459.00	0.00	705.00	
206-336-715.000	PAYROLL TAXES	4,935.00	4,670.54	5,325.00	3,959.37	5,500.00
206-336-716.000	GARNISHMENT	0.00	0.00	0.00		
206-336-726.000	FIRE DEPT SUPPLIES	2,500.00	2,077.71	4,200.00	4,214.31	4,000.00
206-336-835.000	HEALTH & SAFETY PHYSICALS & II	2,000.00	1,773.05	2,000.00	2,000.00	2,000.00
206-336-860.000	FIRE DEPT VEHICLE FUEL	2,500.00	2,589.34	3,700.00	4,888.10	5,600.00
206-336-910.000	FIRE DEPT BUILDING INSURANCE	11,060.00	9,284.00	12,810.00	14,279.00	14,500.00
206-336-930.000	FIRE DEPT VEHICLE & EQUIPMEN	395,591.92	398,223.15	18,500.00	17,776.45	18,500.00
206-336-931.000	FIRE DEPT PAGER & RADIO REPAI	2,000.00	1,545.11	3,000.00	1,606.56	3,000.00
206-336-940.000	FIRE DEPT TRAINING CONF / TRAI	8,000.00	8,000.00	3,000.00	2,955.28	3,000.00
206-336-956.000	FIRE DEPT MISC - MILEAGE REIMI	350.00	87.36	350.00	79.59	348.66
206-336-970.000	FIRE DEPT EQUIPMENT CAPITAL C	5,000.00	4,929.40	12,000.00	11,985.69	5,000.00
206-336-971.000	COMPUTER TECH SUPPORT	2,500.00	2,500.00	1,500.00	1,635.50	2,000.00
206-336-976.000	FIRE DEPT TURNOUT GEAR / UNII	12,000.00	5,933.64	13,000.00	12,182.14	18,000.00
206-336-980.000	FIRE GRANT	4,011.02	3,216.02	0.00		
206-336-981.000	FIRE GRANT MATCH	0.00	0.00	0.00		

206-336-990.000	FIRE SINKING	(349,350.92)	0.00	24,667.00	30,969.50	35,360.00
206-336-994.000	PRINCIPAL PAYMENT	28,258.00	28,257.67	28,258.00		28,258.00
206-336-995.000	INTEREST EXPENSE	3,735.00	3,735.33	3,735.00		3,735.00
Total Appropriations:		199,590.02	537,874.58	205,645.00	160,287.90	220,801.66
Net of Revenues & Apj Net of Revenues & Appropriation		(0.00)	(321,787.34)	0.00	51,764.54	0.00



ARRPA

		2021-22	2021-22	05/31/2023	YTD As Of	2023-24
		Amended	Activity	Amended Budget	05/31/2023	RECOMMENDED
Description		Budget				

Fund 288

--- Estimated Revenue ---

288-000-251.000	DEFERRED REVENUE	0.00	246,012.50	246,012.00	0.00	63,721.00
288-000-506.000	FEDERAL GRANT REVENUE	0.00	0.19	0.00	0.00	0.00
288-000-664.000	INTEREST EARNED	0.00	170.42	500.00	610.98	500.00
Total Estimated Revenue:		0.00	246,183.11	246,512.00	610.98	0.00

--- Appropriations ---

288-000-980.000	GRANT EXPENSE	0.00	0.00	122,514.00	0.00	64,221.00
288-790-980.000	APRA GRANT EXPENSE	0.00	0.00	246,012.00	142,412.73	0.00
Total Appropriations:		0.00	0.00	368,526.00	142,412.73	64,221.00

Net of Revenues & Apprc Net of Revenues & Apl		0.00	246,183.11	(122,014.00)	(141,801.75)	0.00
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Library

GL Number	Description	2021-22 Amended Budget	2021-22 Activity	05/31/2023 Amended Budget	YTD As Of 05/31/2023	2023-24 RECOMMENDED
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Fund 271

--- Estimated Revenue ---

271-000-251.000	DEFERRED REVENUE	0.00	7,335.00	0.00	0.00	0.00
271-000-575.000	STATE REVENUE SHARING	5,000.00	6,068.02	6,500.00	3,290.16	6,500.00
271-000-580.000	ORANGEVILLE / WATSON TOWN	8,200.00	7,200.00	7,335.00	6,335.00	8,200.00
271-000-655.000	PENAL FINES	15,762.00	16,163.90	16,000.00	8,141.12	15,750.00
271-000-664.000	INTEREST EARNED	550.00	98.22	550.00	203.34	550.00
271-000-674.000	SUMMER READING INCOME	750.00	1,805.00	1,750.00	765.00	1,000.00
271-000-675.000	CONTRIBUTIONS PRIVATE SOUR	0.00	0.00	0.00	0.00	0.00
271-000-678.000	INCOME FROM GENERAL	49,490.00	36,000.00	0.00	0.00	0.00
271-000-679.000	INCOME FROM LIBRARY SINKING	0.00	0.00	48,200.00	0.00	55,706.00
271-000-685.000	LIBRARY GRANT	9,000.00	8,760.00	5,000.00	2,539.00	0.00
271-000-694.000	COPY/FAX/OVERDUE/MISC	500.00	873.80	750.00	636.75	750.00
271-000-695.000	FUND BALANCE- BUDGET	0.00	0.00	0.00	0.00	0.00
Total Estimated Revenue:		89,252.00	84,303.94	86,085.00	21,910.37	88,456.00

--- Appropriations ---

271-790-702.000	LIBRARIAN WAGES	26,112.00	28,588.71	26,112.00	22,559.84	30,156.00
271-790-703.000	AIDE WAGES	21,643.00	16,918.75	22,500.00	13,660.72	25,400.00
271-790-704.000	STORY TELLER WAGES	0.00	0.00	0.00	0.00	0.00
271-790-715.000	PAYROLL TAXES	3,655.00	3,175.32	3,719.00	2,770.86	4,250.00
271-790-726.000	SUPPLIES	2,200.00	2,138.40	2,244.00	1,962.37	2,250.00
271-790-727.000	STORY TELLER SUPPLIES	1,200.00	988.52	1,224.00	59.99	750.00
271-790-728.000	SUMMER READING EXPENSE	750.00	1,923.75	1,750.00	2,142.45	1,750.00
271-790-729.000	PRIVATE CONTRIBUTION EXPENSE	0.00	0.00	0.00	0.00	0.00
271-790-730.000	BOOKS	5,500.00	5,521.99	5,500.00	4,853.08	5,000.00
271-790-731.000	MAGAZINES	500.00	160.95	250.00	192.93	250.00
271-790-804.000	PROFESSIONAL FEES	0.00	0.00	0.00	0.00	0.00
271-790-874.000	LIBRARY PENSION	700.00	699.96	700.00	587.62	700.00
271-790-875.000	LIBRARY LIFE INSURANCE	24.00	0.00	0.00	0.00	0.00
271-790-910.000	LIBRARY BUILDING INSURANCE	1,232.00	1,232.00	1,316.00	1,316.00	1,400.00



271-790-920.000	UTILITIES	5,750.00	5,588.49	6,000.00	4,072.15	6,500.00
271-790-930.000	BUILDING REPAIRS/MAINTENEN	3,000.00	1,096.00	1,500.00	2,252.00	2,000.00
271-790-956.000	MISC EXPENSES	500.00	0.00	200.00	79.06	200.00
271-790-959.000	DUES	5,886.00	3,164.00	5,970.00	3,251.28	5,750.00
271-790-970.000	CAPITAL OUTLAY	500.00	0.00	1,000.00	232.14	1,000.00
271-790-971.000	TECHNOLOGY	1,100.00	1,076.75	1,100.00	287.98	1,100.00
271-790-975.000	PROPERTY TAX	0.00	0.00	0.00	0.00	0.00
271-790-980.000	GRANT EXPENSE	9,000.00	4,940.47	5,000.00	951.44	0.00
<b>Total Appropriations:</b>		<b>89,252.00</b>	<b>77,214.06</b>	<b>86,085.00</b>	<b>61,231.91</b>	<b>88,456.00</b>
<b>Net of Revenues &amp; Appropri Net of Revenues &amp; Appropriatic</b>		<b>0.00</b>	<b>7,089.88</b>	<b>0.00</b>	<b>(39,321.54)</b>	<b>0.00</b>



Roads

		2021-22		2021-22		06/30/2023		YTD As Of		2023-24	
GL Number	Description	Amended Budget	Activity	Amended Budget	06/30/2023	RECOMMENDED					
Fund 220											
--- Estimated Revenue ---											
220-000-664.000	INTEREST SAVINGS	600.00	291.63	600.00	2,117.84	1,000.00					
220-000-692.000	APPROPRIATION OF FUND BALA	700,000.00	0.00	500,000.00							
220-000-695.000	STREET SHARED AND MISC.	2,500.00	0.00	2,500.00		2,500.00					
220-000-699.000	ROAD MILLAGE	361,866.00	361,911.19	368,657.00	368,445.00	390,463.69					
Total Estimated Revenue:		1,064,966.00	362,202.82	871,757.00	370,562.84	393,963.69					
--- Appropriations ---											
220-000-802.000	ROADS CONTRACTED SERVICES	193,915.20	145,553.60	200,000.00	897,431.97	159,000.00					
220-000-971.000	ROAD SINKING FUND	859,973.80	0.00	864,966.00	0.00	234,963.69					
Total Appropriations:		1,053,889.00	145,553.60	1,064,966.00	897,431.97	393,963.69					
Net of Revenues & A Net of Revenues & Appropriations		11,077.00	216,649.22	(193,209.00)	(526,869.13)	0.00					



# General Fund

GL Number	Description	2021-22 Amended Budget	2021-22 Activity	05/31/2023 Amended Budget	YTD As Of 05/31/2023	2023-24 RECOMMENDED
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## Fund 101

### --- Estimated Revenue ---

101-000-402.000	PROPERTY TAXES	88,249.00	106,139.32	102,564.00	153,299.66	117,031.00
101-000-405.000	ADMIN FEES	34,111.00	34,115.73	34,959.00	0.31	37,931.00
101-000-407.000	PERSONAL DELINQUENT TAXES	0.00	4.05	0.00	0.00	0.00
101-000-465.000	CABLE TV FEES	4,000.00	5,131.24	5,000.00	2,729.63	5,000.00
101-000-487.000	ZONING FEES-PCI	25,000.00	19,361.00	20,000.00	19,873.00	22,000.00
101-000-574.000	STATE SHARED REVENUE	200,925.00	256,562.00	205,409.00	220,370.00	256,926.00
101-000-577.000	GUN LAKE CASINO REVENUE SHARING	15,000.00	19,788.00	20,000.00	20,348.00	20,000.00
101-000-625.000	TRAILER PARK FEES	500.00	506.50	300.00	254.00	300.00
101-000-626.000	BURIAL FEES	5,000.00	6,500.00	5,000.00	4,300.00	5,000.00
101-000-642.000	SALE ON CEMETERY LOTS	3,000.00	2,088.00	2,500.00	4,400.00	4,000.00
101-000-650.000	CEMETERY FOUNDATIONS	3,000.00	2,318.00	2,500.00	2,112.00	3,000.00
101-000-664.000	INTEREST EARNED	1,000.00	477.78	750.00	808.29	1,000.00
101-000-667.000	HALL RENTAL	1,000.00	1,000.00	875.00	1,625.00	1,500.00
101-000-670.000	VETERANS MEMORIAL PARK INCOME	100.00	0.00	0.00	0.00	0.00
101-000-675.000	CONTRIBUTION PRIVATE	0.00	0.00	0.00	0.00	0.00
101-000-681.000	US 131 DRAGSTRIP PROTECTION REIMBURSEM	0.00	0.00	0.00	0.00	0.00
101-000-685.000	ELECTION GRANT	0.00	0.00	0.00	0.00	0.00
101-000-686.000	MISC INCOME	0.00	(3,118.50)	0.00	655.70	500.00
101-000-690.000	ELECTION REIMBURSEMENT	2,500.00	2,958.16	3,000.00	0.00	3,000.00
101-000-691.000	PROCEEDS OF LOAN	0.00	0.00	0.00	0.00	0.00
101-000-693.000	SAVINGS- SINKING FUND	3,388.00	3,388.00	0.00	0.00	0.00
101-000-695.000	RENTAL / MISC INCOME	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
Total Estimated Revenue:		387,973.00	458,419.28	404,057.00	431,975.59	478,388.00

### --- Appropriations ---

101-101-702.000	TOWNSHIP BOARD SALARY	6,558.00	6,558.00	6,690.00	5,575.00	6,890.00
101-101-705.000	TWP BD MEETING PER DIEM	600.00	0.00	600.00	50.00	600.00
101-101-715.000	PAYROLL TAXES	548.00	501.68	512.00	430.31	573.00
101-101-726.000	SUPPLIES	100.00	0.00	100.00	125.80	100.00
101-101-801.000	PROFESSIONAL FEES	14,000.00	30,052.97	15,000.00	10,388.68	15,000.00
101-101-850.000	DE MINIMUS EMPLOYEE BENEFITS	600.00	575.00	600.00	260.64	600.00
101-101-900.000	MISC PRINT AND PUBLISH	350.00	0.00	200.00	310.00	200.00



101-101-901.000	COMPUTER TECH SUPPORT	2,000.00	1,137.50	1,000.00	1,493.88	2,000.00
101-101-956.000	MISC - COMPUTER TECH	800.00	752.48	800.00	676.60	800.00
101-101-992.000	BANK CHARGES	500.00	360.60	600.00	281.01	600.00
101-171-702.000	SUPERVISOR WAGES	10,832.00	10,832.04	11,050.00	9,208.30	11,382.00
101-171-703.000	DEPUTY WAGES	0.00	0.00	0.00	0.00	0.00
101-171-715.000	PAYROLL TAXES	829.00	828.65	846.00	714.77	871.00
101-171-726.000	SUPRV. SUPPLIES	200.00	0.00	0.00	0.00	0.00
101-171-861.000	SUPRV. EXPENSE REIMB	0.00	0.00	0.00	0.00	0.00
101-171-956.000	SUPRV. MISC	0.00	0.00	0.00	0.00	0.00
101-171-970.000	SUPRV. CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-190-702.000	ELECTION WORKER FEES	3,500.00	690.86	4,000.00	3,938.26	6,000.00
101-190-726.000	ELECTION SUPPLIES	2,000.00	1,075.30	3,000.00	3,911.65	7,000.00
101-190-860.000	ELECTION CONTRACT- MACHINES	0.00	0.00	0.00	990.00	0.00
101-190-900.000	ELECTION PRINT \ PUBLISH	200.00	70.00	200.00	180.00	200.00
101-190-970.000	ELECTION CAPITAL OUTLAY	1,500.00	863.83	2,000.00	2,000.00	2,000.00
101-190-980.000	ELECTION GRANT EXPENSE	0.00	0.00	0.00	0.00	0.00
101-209-702.000	ASSESSOR SALARY	25,000.00	24,999.99	28,000.00	27,250.00	29,000.00
101-209-726.000	ASSESSOR SUPPLIES	2,100.00	1,161.92	1,800.00	1,076.48	1,800.00
101-209-970.000	ASSESSOR COMPUTER SUPP	600.00	600.00	600.00	600.00	600.00
101-215-702.000	CLERK WAGES	26,900.00	28,400.04	30,440.00	25,866.70	31,263.00
101-215-703.000	CLERK DEPUTY WAGES	6,000.00	7,192.22	7,000.00	5,321.00	7,000.00
101-215-715.000	PAYROLL TAXES	2,517.00	2,722.80	2,865.00	2,375.54	2,928.00
101-215-726.000	CLERK SUPPLIES	3,000.00	1,993.65	2,000.00	1,980.45	2,500.00
101-215-860.000	CLERK COMPUTER SERV FEE	500.00	0.00	500.00	500.00	500.00
101-215-861.000	CLERK EXPENSE REIMB	0.00	0.00	0.00	0.00	0.00
101-215-900.000	CLERK PRINT\PUBLISH	1,000.00	1,090.00	1,500.00	995.00	1,500.00
101-215-956.000	CLERK MISC	200.00	170.00	0.00	0.00	0.00
101-215-970.000	CLERK CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-215-971.000	CLERK COMPUTER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-226-702.000	RECYCLING EXPENSE	500.00	0.00	0.00	0.00	1,000.00
101-226-956.000	RECYCLING MISC	0.00	0.00	0.00	0.00	0.00
101-247-702.000	BOARD OF REVIEW SALARY	1,200.00	1,200.00	1,575.00	900.00	1,575.00
101-247-715.000	PAYROLL TAXES	92.00	91.81	121.00	68.85	121.00
101-247-726.000	BOARD OF REVIEW SUPPLIES	100.00	100.00	100.00	0.00	100.00
101-247-900.000	BOARD OF REVIEW PRINT/PUBLISH	600.00	554.30	600.00	520.00	600.00
101-253-702.000	TREASURER SALARY	21,053.00	21,053.04	21,475.00	17,895.80	22,120.00
101-253-703.000	TREASURER DEPUTY WAGES	1,200.00	1,132.50	1,200.00	802.50	1,200.00



101-253-715.000	PAYROLL TAXES	1,703.00	1,697.21	1,735.00	1,430.45	1,784.00
101-253-726.000	TREASURER SUPPLIES	3,500.00	3,454.50	3,500.00	3,515.77	4,000.00
101-253-861.000	TREASURER EXPENSE REIMB	0.00	0.00	0.00	0.00	0.00
101-253-956.000	TREASURER MISC	100.00	14.04	100.00	0.00	100.00
101-253-970.000	TREASURER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-253-971.000	TREASURER COMPUTER SUPP/CAP OU	750.00	506.00	750.00	0.00	750.00
101-265-702.000	CUSTODIAN SALARY	1,600.00	1,599.96	1,600.00	1,333.30	1,600.00
101-265-715.000	PAYROLL TAXES	123.00	122.40	123.00	102.00	123.00
101-265-920.000	UTILITIES-HALL	12,500.00	14,619.78	15,000.00	13,322.27	17,000.00
101-265-930.000	BUILDING REPAIRS/MAINTENENCE	4,000.00	3,895.59	4,000.00	3,780.65	4,500.00
101-265-956.000	CUSTODIAN MISC	500.00	235.11	500.00	289.15	500.00
101-265-970.000	CAPITAL OUTLAY-HALL	1,754.40	0.00	1,500.00	1,697.83	3,000.00
101-265-994.000	PRINCIPAL PAYMENT	49,205.00	38,145.55	35,122.63	35,122.63	35,123.00
101-265-995.000	INTEREST EXPENSE	0.00	11,059.45	14,083.37	14,082.37	14,083.00
101-269-920.000	RENTAL-UTILITY	350.00	364.28	450.00	289.03	500.00
101-271-910.000	LIBRARY BUILDING INSURANCE	0.00	0.00	0.00	0.00	0.00
101-271-920.000	LIBRARY BUILDING UTILITIES	0.00	0.00	0.00	0.00	0.00
101-271-930.000	LIBRARY BUILDING REPAIRS / MAINTENANCE	0.00	0.00	0.00	322.50	0.00
101-276-702.000	CEMETERY SALARY	0.00	0.00	2,400.00	800.00	0.00
101-276-703.000	CEMETERY HELPER WAGES	0.00	0.00	0.00	0.00	0.00
101-276-704.000	SEXTON CONTRACTED SERVICES	0.00	200.00	0.00	0.00	0.00
101-276-710.000	CEMETERY RECORDS WAGES	1,200.00	1,200.00	1,200.00	1,000.00	1,200.00
101-276-715.000	PAYROLL TAXES	95.00	157.44	277.00	213.95	277.00
101-276-800.000	CEMETERY CONTRACT SERVICES	4,000.00	5,200.00	5,000.00	4,415.00	0.00
101-276-803.000	MOWING CONTRACTED SERVICES	16,830.00	16,830.00	24,000.00	21,195.00	14,000.00
101-276-805.000	SEXTON CONTRACTED SERVICES	2,400.00	2,000.00	0.00	400.00	5,000.00
101-276-806.000	CEMETERY CONTRACTED FOUNDATION SERVIC	3,000.00	2,748.00	2,500.00	1,904.00	3,000.00
101-276-860.000	CEMETERY SUPPLIES & MAINT	2,000.00	1,621.91	2,000.00	1,796.66	2,000.00
101-276-865.000	CEMETERY CONTRACTED REPAIRS	0.00	0.00	0.00	0.00	3,000.00
101-276-910.000	CEMETERY INSURANCE	0.00	0.00	0.00	0.00	0.00
101-276-956.000	CEMETERY MISC	0.00	0.00	0.00	0.00	0.00
101-276-970.000	CEMETERY CAPITAL OUTLAY	10,485.00	4,296.82	2,000.00	1,475.00	5,000.00
101-410-702.000	PLANNING COMMISSION WAGES	6,000.00	4,800.00	7,000.00	1,925.00	7,000.00
101-410-703.000	ZONING INSPECTOR FEES	25,000.00	21,059.00	20,000.00	22,338.00	22,000.00
101-410-715.000	PAYROLL TAXES	459.00	372.94	536.00	147.26	536.00
101-410-726.000	PLANNING COMMISSION SUPPLIES	100.00	40.00	100.00	89.88	100.00
101-410-810.000	PLANNING COMMISSION PROFESSIONAL FEES	1,000.00	354.50	1,000.00	567.50	1,000.00



101-410-900.000	PLANNING COMMISSION PRINT / PUBLISH	1,000.00	1,120.00	1,000.00	890.00	1,000.00
101-410-956.000	ZONING MISC	0.00	0.00	0.00	0.00	0.00
101-410-959.000	PLANNING COMMISSION PLANNER	0.00	0.00	0.00	0.00	0.00
101-445-800.000	DRAINS AT LARGE	10,750.00	5,923.65	7,500.00	6,558.87	7,500.00
101-450-920.000	STREET LIGHTS	550.00	500.54	600.00	435.58	700.00
101-600-801.000	AMBULANCE CONTRACTED	14,380.00	14,377.61	13,858.00	13,857.37	17,025.00
101-691-715.000	PAYROLL TAXES	46.00	45.89	46.00	38.25	46.00
101-691-920.000	PARK UTILITIES	550.00	437.23	550.00	431.30	1,000.00
101-691-930.000	PARK REPAIRS/MAINTENENCE	750.00	771.60	750.00	500.00	750.00
101-691-970.000	PARK CAPITAL OUTLAY	500.00	0.00	0.00	0.00	0.00
101-691-985.000	VETERANS MEMORIAL PARK EXPENSE	0.00	440.16	0.00	0.00	0.00
101-900-874.000	PENSION	4,000.00	3,500.04	4,000.00	3,974.84	4,500.00
101-900-905.000	CONFERENCES / TRAINING	500.00	20.00	500.00	450.00	1,000.00
101-900-910.000	BUILDING INSURANCE	4,240.00	3,870.00	4,410.00	4,456.90	5,000.00
101-900-941.000	TRANS TO LIBRARY	49,490.00	36,000.00	48,200.00	0.00	55,706.00
101-900-943.000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
101-900-945.000	TRANSFER TO GENERAL SINKING FUND	0.00	6,995.03	0.00	(6,995.03)	0.00
101-900-956.000	MISC	200.00	3,746.34	200.00	181.05	200.00
101-900-957.000	DEPOSIT REFUNDS	400.00	400.00	350.00	750.00	600.00
101-900-958.000	US 131 DRAGSTRIP PROTECTION	0.00	288.00	0.00	0.00	0.00
101-900-959.000	DUES	8,500.00	6,518.61	8,500.00	9,049.79	10,000.00
101-900-960.000	TRASH DAY	2,150.00	2,275.00	2,700.00	0.00	3,000.00
101-900-970.000	FIRE SINKING	0.00	0.00	0.00	0.00	0.00
101-900-971.000	LIBRARY SINKING	0.00	0.00	0.00	0.00	0.00
101-900-972.000	CEMETERY SINKING	0.00	0.00	0.00	0.00	0.00
101-900-973.000	GENERAL FUND SINKING	3,633.60	0.00	17,942.00	0.00	64,562.00
Total Appropriations:		387,973.00	370,585.36	404,557.00	294,821.34	478,388.00

Net of Revenues & App Net of Revenues & Appropriations Fund 101:		0.00	87,833.92	(500.00)	137,154.25	0.00
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## Renew Agreement

Customer Name  
Martin Township

Generator Serial Number  
6920093

Generator Address  
998 Templeton  
Martin, Michigan 49070

What is your preferred contact method for agreement renewal? \*

Direct Mail



Select Agreement \*

2 Year 1 Stop AC



Agreement Price

**\$449.98**

Billing Address \*

998 Templeton

Street Address

Martin

City

Michigan

State



49070

Zip Code

Email \*

rsmit@martintownship.org

Phone

269-672-5027

Today's Date

06/12/2023



## Terms of Agreement



## We agree to:

- Spark plug replacement (as needed)
- Fuel System Inspection
- Change oil & oil filter & check for leaks
- Adjust valves (25 hours 1st service; 100 hours thereafter)
- Replace valve cover gaskets (as needed)
- All air cleaners inspected/serviced (Replaced as needed)
- Inspect all switchgear (transfer switches) and check for proper operating and timing if possible
- Submit inspection check sheet to owner
- Communicate any further required maintenance or repairs to you via phone or email
- Inspect battery charger, generator/alternator, starter & governor
- Inspect brushes, clean slip rings & commutators, and inspect exciter (as needed)
- Inspect battery & connections. Clean & Grease Terminals. Batteries replaced every 5 years at current list price. No Labor
- Inspect intake/exhaust systems. Remove any/all debris
- Inspect safety shutdown devices
- Check engine and generator alignment
- Test run unit for at least 10 minutes for proper performance
- Run generator (under load where practical) to check voltage, frequency, instrument systems, & make minor adjustments to carburetor/fuel system & governor

## Customer agrees to:

- Pay for the replacement of worn, defective or obsolete parts not covered by warranty, or parts that in the judgment of Steensma's is necessary for the safe and proper operation of the equipment. Effort will be made to inform customer before changes above service agreement are made.
- Accept this agreement with the understanding that equipment is in good operating condition. Should any repairs be found necessary upon initial inspection, a charge will be made for the repairs at normal labor charges plus parts.
- Emergency services subject to \$95 service call and minimum of 1 hour labor at \$150/hour.
- Understand both emergency and standard service rates are within 45 miles of our location. Standard service outside this area is subject to additional charges. Emergency Service is not available outside 45 miles.

I agree to the terms of this agreement \*

☐ I agree

Balance Due

\$449.98

Credit Card Information



(<https://verify.authorize.net/anetseal/?pid=cc87d32f-19f2-468e-918f-e5469e517681&rurl=https://generators.steensmalaw>)

Credit Card Number

Month ▼

Expiration Date

Year ▼

CSC

Card Security Code

Renew Agreement

## Jennifer Wharton

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**From:** David Bellinger <davidbellinger@hartlebagency.com>  
**Sent:** Monday, June 5, 2023 10:11 AM  
**To:** jwharton@martintownship.org  
**Subject:** Martin twp insurance changes and costs  
**Attachments:** Martin twp 2023 breakdown.pdf

Hi Jennifer;

It was great talking with you today. If you ever need help or want to understand the township's insurance coverage better please let me know at any time and I will come over and do what I can to help.

I did meet with Kurt Knight a while back and he wanted to make some changes to the coverages for fire vehicles and equipment. I told him I would submit those changes for pricing and then let the twp. board know the cost difference to make those changes for board approval.

The fire chief for Martin twp. wants to make some value changes and I need to know pricing to give to the twp. board for their decision to agree to the changes.

Delete jaws of life (now part of truck)

Delete Mako Compressor (bolted to building so part of building)

Increase SCBA coverage to \$145,000 delete year 2004

Increase turnout gear to \$100,000

Add Lucas device for \$17,000

Add portable radios for \$140,000

Increase veh #2 Grass Rig to \$140,000

Increase veh #4 Rescue to \$700,000

Increase veh #5 First Responder to \$90,000

Increase veh #6 2022 Pumper to \$800,000

The result of these changes would mean an increase in insurance costs of \$930 for the year.

This is in addition to the \$18,580 which should have already been billed by EMC insurance. (Separately you will be billed \$298 for statutorily required public official bonds)

I have also attached a copy of the insurance breakdown we previously sent to Denise Dykstra.

Thank you;

--

David Bellinger  
Municipal Specialist  
Ted Hartleb Agency  
5840 King Highway.  
Kalamazoo, MI 49048  
Office 269-385-5911  
Cell 616-901-2405  
Fax 269-385-3370



# Ted Hartleb Agency

5840 King Highway  
Kalamazoo, MI 49048  
269-385-5911

05/17/2023

MARTIN TOWNSHIP  
DENISE DYKSTRA, CLERK  
PO BOX 27  
MARTIN, MI 49070-0027

## ESTIMATED PREMIUM BREAKDOWN OF 2022 TO 2023 INSURANCE PREMIUM BY FUND

Dear Denise,

Below is the estimated breakdown of premium by fund/department for the July 1st, 2023 to July 1st, 2024 policy period:

FUND/DEPT.	PREMIUM
Township General Fund <small>The Township Building is \$878.69 of the above total</small>	\$4,709.16**
Library	\$1,543.96
Fire Department	\$13,407.07
Cemetery	\$217.81
Total	\$19,878.00

\*Please note that \$298 for the Public Official Bonds (from RLI) are included in this amount, but billed directly by RLI.  
Therefore the Invoice from EMC will be \$18,580.00

If you have any questions regarding the above breakdown please call me at 269-385-5911.

Sincerely,



David Bellinger  
Ted Hartleb Agency

Thank you for choosing Ted Hartleb Agency and EMC for your township insurance.