

**BEAVER CREEK TOWNSHIP
REGULAR MONTHLY MEETING JULY 9, 2013**

The regular monthly meeting of the Beaver Creek Township Board was called to order by the Chair at 7:00 pm July 9, 2013. Board members present: Ashton, Balmes, Little and Hartman. Absent: none.

The Pledge of Allegiance and Invocation were led by the Supervisor.

AGENDA APPROVAL:

Motion by Little and seconded by Balmes to approve the agenda as presented. All ayes, motion carried.

APPROVAL OF MINUTES:

Motion by Little and seconded by Balmes to approve the minutes from the June 11, 2013 and June 22, 2013 minutes. All ayes, motion carried.

TREASURER'S REPORT:

Treasurer reported 2,297 tax bills were sent out. Treasurer gave her resignation, effective September 1, 2013.

Motion by Little and seconded by Ashton to accept the Treasurer's resignation. Roll call vote with all ayes, motion carried.

CLERK'S REPORT:

There are End of Year financial reports in your folders: Budget Report, Profit & Loss and Balance Sheet.

SUPERVISOR'S REPORT:

The supervisor has had many complaints on the gypsy moths and you can get more information at www.roscommoncounty.net. Several people have requested that we do something at a local level.

John Buggs is doing a great job on the tables, steps, clean up day, mowing etc. The fence has been repaired at the transfer site.

The supervisor has attended the Board of Commissioners meeting and the Supervisor Association meeting.

H.L.U.A.:

The H.L.U.A. has had the fence that surrounds the treatment plant run over by a vehicle and is working on getting that repaired. The yearly audit will be done by J. Anderson. In July, there will be a yearly inspection by the DEQ.

FIRE DEPARTMENT:

The fire chief reported that a wildfire protection plan is being worked on and hopefully there will be funding for a Firewise Program.

DPW:

The fence at the transfer site was fixed after Miss Dig had marked lines. At clean-up day, 2 ½ tons of garbage filled two trucks and 1/4th of a third truck, about the same as last year.

Section 7: Estimated Expenditures

Estimate Township fund expenditures for fiscal year 2013-2014 (July 1, 2013 through June 30, 2014) for the various Township activities (cost centers) are as follows:

\$ 418,989.00	(#101 – General Fund)
\$ 282,078.00	(#206 – Fire District Fund)
\$ 2,003.00	(#208 – Park Fund)
\$ 991.00	(#212 – Liquor Fund)

Section 8: Adoption of Budget by Reference

The general fund budget of Beaver Creek 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 Beaver Creek Township adopts the 2013-2014 fiscal year general fund budget by cost centers. 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. 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, and shall not issue any Township order for expenditures that exceed appropriations.

Section 11: Periodic Fiscal Reports

The fiscal officer or Treasurer shall transmit to the Board at the end of each of the first three quarters, and at the end of the 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 month;
- (b) A summary statement showing the receipts and expenditures and encumbrances for the previous month and for the current fiscal year to the end of the previous month;
- (c) A detailed list of: (1) 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. (2) for each cost center: the amount appropriated; the amount charged to each appropriation in the previous 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 Beaver Creek 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 Township Board shall make 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 P.A. 621 (1978).

3. Motion by Ashton and seconded by Balmes to appoint Bernie Peters to the Planning Commission. Roll call vote with all ayes, motion carried.

4. Motion by Ashton and seconded by Little to appoint Steve Nelson to the ZBA. Roll call vote with all ayes, motion carried.