



# BURT TOWNSHIP BOARD

ALGER COUNTY

P.O. BOX 430

GRAND MARAIS, MI 49839-0430

906-494-2381

Fax: 906-494-2627

www.burttownship.com

Jon Babbitt, Supervisor  
Lori McShane, Clerk  
Sara Secrest, Treasurer

Tim Jenkins, Trustee  
Paul Williams, Trustee

## SPECIAL MEETING

Tuesday, March 18, 2025

Community Center, 6:00 PM

### ZOOM LINK:

**Call:** 1-929-205 -6099 **Meeting ID:** 899 087 9895 then press #

**Participant ID:** Just press # when asked. **Passcode:** 1234 then press #

<https://us02web.zoom.us/j/8990879895?pwd=a2V2K0dBQS9pYndaeVRhVU1zVkJkNYUT09>

### AGENDA:

1. Call to Order, Pledge of Allegiance, Roll Call
2. Public Comment: (limit 2 mins. each)
3. Approve Agenda
4. Unfinished Business: none
5. New Business: none
6. 2025/26 RECOMMENDED BUDGET PUBLIC HEARING  
Vote on recommendations and actions of the electorate at the Budget hearing if needed. Adoption of the 2025/26 budget (General Appropriation Act, Schedule of Meetings, Clerk Salary Resolution, Water Rate increase Resolution)
7. Public Comment (limit 2 mins each)
8. Adjournment

Signature of Township Clerk

Date and Time of Posting: Monday, March 17, 2025 12:00 PM

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72(2) (3) and the Americans with Disabilities Act (ADA).

Individuals with disabilities requiring auxiliary aids or services should contact the Burt Township Board by writing or calling the following: Burt Township Board, PO Box 430, Grand Marais, MI 49839, (906) 494-2381.

A copy of this notice is on file in the office of the clerk.

"The Township of Burt, Alger County is an Equal Opportunity Employer"

Arrangements for Americans with Disabilities can be made by calling the Township Office at the above number.



# Township of Burt, Alger County

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## 2025/2026 General Appropriations Act (Budget)

A resolution to establish a general appropriation act for Burt Township; to define the powers and duties of the Burt 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 Burt Township resolves:

### Section 1: Title

This resolution shall be known as the Burt 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 posted on March 5, 2025, and public hearings on the proposed budget were held on March 18<sup>th</sup>, 2025.

### Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2025/2026, including an allocated millage of 0.5498 mills and a voted millage of 8.3422 mills; and various miscellaneous revenues for township activities shall total 2,239,150.00 per attached.

### Section 6: Millage Levy

The Burt 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 8.8920 mills as authorized under state law and approved by the electorate.

General Fund	Allocated	0.5498
General Fund	Additional Voted	0.4261
General Fund	General Op	1.0000
Township Improvement	Voted	2.9835
Harbor Fund	Voted	0.2486
Fire Protection	Voted	1.4670
Road	Voted	1.4670
Ambulance	Voted	0.5000
Law Enforcement	Voted	0.2500

### Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2025/2026 and for the various township activities (*cost centers*) totals 2,019,525.00 per attached.

### Section 9: Adoption of Budget by Cost Center

The Board of Trustees of Burt Township adopts the 2025/2026 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 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 town order for expenditures that exceed appropriations.

**Section 11: 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) 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 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 Burt Township personnel manual.

**Section 15: Board Adoption**

Motion made \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the foregoing resolution. Upon roll call vote,  
Paul Williams      Timothy Jenkins      Sara Secrest      Lori McShane      Jon Babbitt

The Moderator declared the motion carried and the resolution duly adopted on the 18th day of March 2025

STATE OF MICHIGAN                                    )  
COUNTY OF ALGER                                    )

I, Lori McShane, Clerk of the Township of Burt, Alger County, Michigan, 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 March 18, 2025.

Signed:

Dated:

\_\_\_\_\_  
Lori McShane, Clerk

March 18, 2025

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
<b>ESTIMATED REVENUES</b>					
Dept 000 -					
101-000-402.000	PROPERTY TAXES	125,000.00	117,287.41	125,000.00	up 3%
101-000-405.000	TAX CHARGEBACKS				
101-000-407.000	DELINQUENT TAXES	10,000.00	9,355.23	10,000.00	
101-000-426.000	COMMERCIAL FOREST RESERVE	10,000.00	9,139.06	10,000.00	
101-000-427.000	PILT	30,000.00	3,152.66	3,000.00	
101-000-445.000	INTEREST & PENALTIES				
101-000-447.000	TAX ADMINISTRATIVE FEES	28,000.00	31,449.11	35,000.00	
101-000-480.000	LICENSE & PERMITS				
101-000-501.000	FEDERAL GRANTS				
101-000-539.000	STATE GRANTS				
101-000-574.000	STATE REVENUE SHARING-SALES TAX	40,000.00	43,868.00	40,000.00	
101-000-575.000	OTHER STATE SHARED REVENUE	10,000.00	2,105.60	5,000.00	
101-000-576.000	SWAMP TAXES	75,000.00	75,661.34	75,000.00	
101-000-580.000	CONTRIBUTIONS FROM LOCAL UNITS				
101-000-600.000	CHARGES FOR SERVICES				
101-000-600.004	CHARGES FOR SERVICES - WRITE OFFS/ADJ				
101-000-608.000	LAW ENFORCEMENT MIL	17,000.00	16,534.78	18,000.00	up 3%
101-000-610.000	SCHOOL TAX COLLECTION FEE	6,600.00	6,600.00	6,600.00	
101-000-615.000	ZONING, PLANNING & ZBA REVENUE	20,000.00	14,644.68	20,000.00	short term rentals up?
101-000-643.002	TIMBER SALES				
101-000-664.000	INTEREST INCOME	500.00	895.78	500.00	
101-000-668.000	RENTS				
101-000-670.000	ADVERTISING SIGN FEE				
101-000-671.000	REFUNDS - NOC				
101-000-672.000	OTHER INCOME	1,600.00	1,646.64		
101-000-672.001	DOG LICENSE	100.00	(60.00)	100.00	
101-000-675.000	DONATIONS & CONTRIBUTIONS				
101-000-677.001	REIMBURSEMENTS - INSURANCE				
101-000-677.002	REIMBURSEMENTS - AUDIT				
101-000-677.005	REIMBURSEMENTS - ELECTIONS	500.00			
101-000-695.206	TRANSFERS IN - FIRE FUND	5,000.00	5,000.00	2,500.00	
101-000-695.220	TRANSFERS IN - HARBOR	2,500.00	2,500.00	2,500.00	
101-000-695.246	TRANSFERS IN - TOWNSHIP IMPROVEME	2,500.00	2,500.00	2,500.00	
101-000-695.505	TRANSFERS IN - AMBULANCE CORPS	1,000.00	1,000.00	1,000.00	
101-000-695.508	TRANSFERS IN - WOODLAND PARK	5,000.00	5,000.00	15,000.00	
101-000-695.585	TRANSFERS IN - FUEL SYSTEM	1,000.00	1,000.00	1,000.00	
101-000-695.591	TRANSFERS IN - WATER DEPARTMENT	5,000.00	5,000.00	2,500.00	
Totals for dept 000 -		396,300.00	353,280.29	375,200.00	
<b>TOTAL ESTIMATED REVENUES</b>		<b>396,300.00</b>	<b>353,280.29</b>	<b>375,200.00</b>	
<b>APPROPRIATIONS</b>					
Dept 101 - TRUSTEE					
101-101-702.000	SALARY & WAGES	10,000.00	10,000.14	10,000.00	
101-101-715.000	PAYROLL TAXES	1,000.00	765.02	800.00	

03/14/2025

## BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
101-101-863.000	MEALS & LODGING				
101-101-865.000	TRAINING			250.00	
Totals for dept 101 - TRUSTEE		11,000.00	10,765.16	11,050.00	
Dept 171 - SUPERVISOR					
101-171-702.000	SALARY & WAGES	27,500.00	26,421.60	27,500.00	
101-171-715.000	PAYROLL TAXES	2,000.00	2,021.25	2,100.00	
101-171-726.000	SUPPLIES	500.00	231.38	500.00	
101-171-728.000	DUES & SUBSCRIPTIONS	50.00			
101-171-861.000	MILEAGE	100.00		100.00	
101-171-863.000	MEALS & LODGING	200.00		200.00	
101-171-865.000	TRAINING	250.00	118.00	250.00	
Totals for dept 171 - SUPERVISOR		30,600.00	28,792.23	30,650.00	
Dept 215 - CLERK					
101-215-702.000	SALARY & WAGES	32,000.00	30,769.25	34,500.00	8% increase
101-215-702.001	SALARY - DEPUTY	4,000.00	4,000.00	4,000.00	
101-215-715.000	PAYROLL TAXES	3,000.00	2,353.86	2,500.00	
101-215-726.000	SUPPLIES	500.00	130.63	500.00	
101-215-728.000	DUES & SUBSCRIPTIONS				
101-215-821.000	COMPUTER SUPPORT				
101-215-861.000	MILEAGE	300.00		300.00	
101-215-863.000	MEALS & LODGING	1,000.00	1,092.34	500.00	
101-215-865.000	TRAINING	250.00	243.00	250.00	
101-215-900.000	PUBLISHING				
Totals for dept 215 - CLERK		41,050.00	38,589.08	42,550.00	
Dept 223 - AUDIT					
101-223-802.000	AUDIT	2,100.00	2,075.00	2,100.00	
Totals for dept 223 - AUDIT		2,100.00	2,075.00	2,100.00	
Dept 247 - BOARD OF REVIEW					
101-247-702.000	SALARY & WAGES	1,000.00		1,000.00	
101-247-715.000	PAYROLL TAXES	300.00		300.00	
101-247-726.000	SUPPLIES				
101-247-861.000	MILEAGE				
101-247-863.000	MEALS & LODGING				
101-247-865.000	TRAINING	100.00	338.00	100.00	
101-247-900.000	PUBLISHING				
Totals for dept 247 - BOARD OF REVIEW		1,400.00	338.00	1,400.00	
Dept 253 - TREASURER					
101-253-702.000	SALARY & WAGES	24,000.00	23,142.87	24,000.00	
101-253-702.001	SALARY - DEPUTY	1,000.00	28.00	1,000.00	
101-253-715.000	PAYROLL TAXES	2,000.00	1,772.59	2,000.00	
101-253-726.000	SUPPLIES				
101-253-728.000	DUES & SUBSCRIPTIONS				
101-253-735.000	POSTAGE	1,350.00	1,362.35	1,500.00	

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP			
		Calculations as of 03/31/2025			
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
101-253-801.000	CONTRACTUAL SERVICES				
101-253-821.000	COMPUTER SUPPORT				
101-253-861.000	MILEAGE	200.00		200.00	
101-253-863.000	MEALS & LODGING	200.00		200.00	
101-253-865.000	TRAINING	200.00	93.00	200.00	
101-253-900.000	PUBLISHING				
Totals for dept 253 - TREASURER		28,950.00	26,398.81	29,100.00	
Dept 257 - ASSESSOR					
101-257-702.000	SALARY & WAGES	34,750.00	33,413.50	35,750.00	COLA in contract
101-257-715.000	PAYROLL TAXES	2,500.00	2,556.13	2,600.00	
101-257-726.000	SUPPLIES				
101-257-735.000	POSTAGE	800.00	1,095.00	1,000.00	
101-257-801.000	CONTRACTUAL SERVICES	1,500.00	1,544.00	1,500.00	BS&A/APEX
101-257-821.000	COMPUTER SUPPORT				
101-257-861.000	MILEAGE				
101-257-865.000	TRAINING				
101-257-900.000	PUBLISHING				
Totals for dept 257 - ASSESSOR		39,550.00	38,608.63	40,850.00	
Dept 262 - ELECTIONS					
101-262-702.000	SALARY & WAGES	1,650.00	1,649.50		no elections 2025
101-262-715.000	PAYROLL TAXES				
101-262-726.000	SUPPLIES	1,000.00	1,189.57	100.00	
101-262-735.000	POSTAGE	500.00	300.33	100.00	
101-262-801.000	CONTRACTUAL SERVICES	1,200.00	1,771.00	500.00	
101-262-821.000	COMPUTER SUPPORT				
101-262-861.000	MILEAGE	1,000.00	783.91	100.00	
101-262-865.000	TRAINING				
101-262-900.000	PUBLISHING				
Totals for dept 262 - ELECTIONS		5,350.00	5,694.31	800.00	
Dept 265 - BUILDING AND GROUNDS					
101-265-850.000	TELEPHONE	3,000.00	3,140.69	3,500.00	
101-265-920.000	UTILITIES	5,000.00	4,213.59	5,000.00	
101-265-930.000	REPAIRS & MAINTENANCE	1,000.00	868.20	1,000.00	
Totals for dept 265 - BUILDING AND GROUNDS		9,000.00	8,222.48	9,500.00	
Dept 266 - ATTORNEY/ COUNSEL					
101-266-803.000	LEGAL FEES	1,000.00	700.00	1,000.00	zoning ord?
Totals for dept 266 - ATTORNEY/ COUNSEL		1,000.00	700.00	1,000.00	
Dept 270 - GENERAL & ADMINISTRATIVE					
101-270-702.000	SALARY & WAGES	45,000.00	41,951.25	50,000.00	increase
101-270-715.000	PAYROLL TAXES	3,700.00	3,660.54	4,000.00	
101-270-720.000	WORKERS COMPENSATION	1,000.00	449.68	500.00	
101-270-725.000	BENEFITS (RETIREMENT/HOSPITAL)	27,000.00	28,369.95	31,000.00	
101-270-726.000	SUPPLIES	6,500.00	6,487.94	6,000.00	

03/14/2025

## BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
101-270-727.000	BANK CHARGES	600.00	586.70	600.00	
101-270-728.000	DUES & SUBSCRIPTIONS	1,600.00	1,585.67	1,600.00	
101-270-735.000	POSTAGE	700.00	580.11	700.00	
101-270-801.000	CONTRACTUAL SERVICES	15,000.00	15,793.97	13,000.00	web hosting, firewall
101-270-861.000	MILEAGE	150.00		150.00	Datto backup, BS&A
101-270-900.000	PUBLISHING	2,400.00	2,392.20	2,400.00	
101-270-954.000	RENTS				
101-270-955.000	CC FEES	100.00	82.51	100.00	
Totals for dept 270 - GENERAL & ADMINISTRATIVE		103,750.00	101,940.52	110,050.00	
Dept 300 - PUBLIC SAFETY					
101-300-955.000	COAST GUARD AUXILLIARY EXPENSES				
101-300-956.000	LAW ENFORCEMENT - ADDL ROAD PATR	21,500.00	21,352.07	21,500.00	
Totals for dept 300 - PUBLIC SAFETY		21,500.00	21,352.07	21,500.00	
Dept 721 - PLANNING					
101-721-702.000	SALARY & WAGES	6,000.00	5,900.00	6,000.00	\$50.00 per meeting
101-721-703.000	SALARY & WAGES - ZONING ADMIN	20,000.00	19,083.37	20,500.00	
101-721-715.000	PAYROLL TAXES	2,000.00	1,911.25	2,000.00	
101-721-726.000	SUPPLIES				
101-721-728.000	DUES & SUBSCRIPTIONS				
101-721-735.000	POSTAGE				
101-721-812.000	PLANNING CONTRACTUAL SERVICES	4,000.00	3,675.00	4,000.00	owe coleman
101-721-861.000	MILEAGE				
101-721-863.000	MEALS & LODGING				
101-721-865.000	TRAINING	100.00	42.00	100.00	
101-721-900.000	PUBLISHING				
Totals for dept 721 - PLANNING		32,100.00	30,611.62	32,600.00	
Dept 752 - HISTORICAL SOCIETY					
101-752-910.000	HISTORICAL SOCIETY EXPENSES	500.00	500.00	500.00	
Totals for dept 752 - HISTORICAL SOCIETY		500.00	500.00	500.00	
Dept 775 - COMMUNITY BETTERMENT					
101-775-880.000	COMMUNITY BETTERMENT	15,000.00	14,549.07	25,000.00	\$9,000 fireworks
Totals for dept 775 - COMMUNITY BETTERMENT		15,000.00	14,549.07	25,000.00	\$10,000 sidewalks beautification com AED - Nick
Dept 851 - INSURANCE					
101-851-960.000	INSURANCE (NOT PAYROLL RELATED)	10,000.00	10,902.00	11,000.00	
Totals for dept 851 - INSURANCE		10,000.00	10,902.00	11,000.00	
Dept 901 - CAPITAL OUTLAY					
101-901-970.000	CAPITAL OUTLAY				
Totals for dept 901 - CAPITAL OUTLAY					
Dept 902 - EQUIPMENT PURCHASES					
101-902-970.000	CAPITAL OUTLAY	8,500.00	8,457.86		
Totals for dept 902 - EQUIPMENT PURCHASES		8,500.00	8,457.86		

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
Dept 999 - TRANSFERS TO OTHER FUNDS				
101-999-999.000	TRANSFERS OUT			
101-999-999.291	TRANSFER TO MEDICAL CENTER FUND	3,000.00	3,000.00	
101-999-999.585	TRANSFER TO FUEL FUND			
Totals for dept 999 - TRANSFERS TO OTHER FUNDS		3,000.00	3,000.00	
TOTAL APPROPRIATIONS		364,350.00	351,496.84	369,650.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		31,950.00	1,783.45	5,550.00



03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
<b>Fund 206 - FIRE FUND</b>				
<b>ESTIMATED REVENUES</b>				
<b>Dept 000 -</b>				
206-000-402.000	PROPERTY TAXES	92,000.00	90,104.06	92,000.00 up 3%
206-000-405.000	TAX CHARGEBACKS			
206-000-411.000	DELINQUENT TAXES	7,000.00	7,037.21	7,000.00
206-000-426.000	COMMERCIAL FOREST RESERVE	6,000.00	6,096.70	6,000.00
206-000-427.000	PILT			
206-000-445.000	INTEREST PAID BY TAXPAYER			
206-000-501.000	FEDERAL GRANTS			
206-000-539.000	STATE GRANTS			
206-000-600.000	CHARGES FOR SERVICES			
206-000-608.000	PARK USER FEE - FIRE			
206-000-664.000	INTEREST INCOME	1,000.00	879.66	200.00
206-000-672.000	OTHER INCOME	100,000.00	100,000.00	2,000.00 Sell 20' red trailer
206-000-673.000	SALE OF FIXED ASSET			
206-000-675.000	DONATIONS & CONTRIBUTIONS			
Totals for dept 000 -		206,000.00	204,117.63	107,200.00
<b>TOTAL ESTIMATED REVENUES</b>		<b>206,000.00</b>	<b>204,117.63</b>	<b>107,200.00</b>
<b>APPROPRIATIONS</b>				
<b>Dept 000 -</b>				
206-000-966.206	TRANSFERS OUT - FIRE FUND			
206-000-966.591	TRANSFERS OUT - WATER FUND	10,350.00		10,350.00
Totals for dept 000 -		10,350.00		10,350.00
<b>Dept 223 - AUDIT</b>				
206-223-802.000	AUDIT	1,000.00	712.50	1,000.00
Totals for dept 223 - AUDIT		1,000.00	712.50	1,000.00
<b>Dept 266 - ATTORNEY/ COUNSEL</b>				
206-266-803.000	LEGAL FEES			
Totals for dept 266 - ATTORNEY/ COUNSEL				
<b>Dept 336 - FIRE PROTECTION</b>				
206-336-702.000	SALARY & WAGES	20,000.00	17,528.25	25,000.00 increase
206-336-715.000	PAYROLL TAXES	2,000.00	1,340.87	2,000.00
206-336-720.000	WORKERS COMPENSATION	1,000.00	1,104.37	1,200.00
206-336-726.000	SUPPLIES			
206-336-728.000	DUES & SUBSCRIPTIONS	100.00	75.00	100.00
206-336-740.000	OPERATING EXPENSES	5,000.00	525.09	1,000.00
206-336-740.001	OPERATING SUPPLIES - TURN OUT GEAR			10,000.00 4 new
206-336-801.000	CONTRACTUAL SERVICES	1,500.00	1,691.40	1,500.00 oxy tank rental
206-336-804.000	G/F ADMINISTRATION FEES	5,000.00	5,000.00	2,500.00 reduced

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP			
		Calculations as of 03/31/2025			
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
206-336-850.000	COMMUNICATIONS	1,000.00	606.30	5,000.00	800 mghz radio - BT
206-336-861.000	MILEAGE	300.00		300.00	
206-336-862.000	FUEL PURCHASES	1,500.00	443.63	1,000.00	
206-336-863.000	MEALS & LODGING	200.00		200.00	
206-336-865.000	TRAINING	1,000.00	32.00	500.00	
206-336-900.000	PUBLISHING	200.00		200.00	
206-336-920.000	UTILITIES	3,500.00	2,743.79	3,500.00	
206-336-930.000	REPAIRS & MAINTENANCE	5,000.00	276.41	2,500.00	
206-336-941.000	RENTS				
206-336-995.000	DEBT SERVICE	17,000.00	16,777.44	27,000.00	\$17,000 building
Totals for dept 336 - FIRE PROTECTION		64,300.00	48,144.55	83,500.00	\$10,000 new BT
Dept 851 - INSURANCE					
206-851-960.000	INSURANCE (NOT PAYROLL RELATED)	15,000.00	17,436.00	18,000.00	
Totals for dept 851 - INSURANCE		15,000.00	17,436.00	18,000.00	
Dept 902 - EQUIPMENT PURCHASES					
206-902-977.000	EQUIPMENT PURCHASES	130,000.00	130,335.52		
Totals for dept 902 - EQUIPMENT PURCHASES		130,000.00	130,335.52		
Dept 999 - TRANSFERS TO OTHER FUNDS					
206-999-999.000	TRANSFERS OUT				
206-999-999.591	TRANSFER TO WATER				
206-999-999.995	TRANSFER TO IMPROVEMENT-DEBT				
Totals for dept 999 - TRANSFERS TO OTHER FUNDS					
TOTAL APPROPRIATIONS		220,650.00	196,628.57	112,850.00	
NET OF REVENUES/APPROPRIATIONS - FUND 206		(14,650.00)	7,489.06	(5,650.00)	

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
Fund 220 - HARBOR REHABILITATION FUND				
ESTIMATED REVENUES				
Dept 000 -				
220-000-402.000	PROPERTY TAXES	15,000.00	15,241.68	16,000.00
220-000-405.000	TAX CHARGEBACKS			
220-000-411.000	DELINQUENT TAXES	1,000.00	1,192.30	1,000.00
220-000-426.000	COMMERCIAL FOREST RESERVE	1,000.00	1,033.27	1,000.00
220-000-427.000	PILT			
220-000-445.000	INTEREST PAID BY TAXPAYERS			
220-000-501.000	FEDERAL GRANTS			
220-000-539.000	STATE GRANTS			
220-000-540.000	GRANTS FROM PRIVATE SOURCES			
220-000-600.000	CHARGES FOR SERVICES			
220-000-608.000	PARK USER FEE			
220-000-664.000	INTEREST INCOME	100.00	943.58	1,000.00
220-000-675.000	DONATIONS & CONTRIBUTIONS			
220-000-695.101	TRANSFERS IN - GENERAL FUND			
Totals for dept 000 -		17,100.00	18,410.83	19,000.00
TOTAL ESTIMATED REVENUES		17,100.00	18,410.83	19,000.00
APPROPRIATIONS				
Dept 223 - AUDIT				
220-223-802.000	AUDIT			
Totals for dept 223 - AUDIT				
Dept 266 - ATTORNEY/ COUNSEL				
220-266-803.000	LEGAL FEES			
Totals for dept 266 - ATTORNEY/ COUNSEL				
Dept 728				
220-728-970.100	ENGINEERING			
220-728-970.200	CONTRACTORS & MATERIALS			Possible Marina?
220-728-970.300	OTHER RELATED COST INC PLOVER MONITORING			
Totals for dept 728 -				
Dept 747 - HARBOR REHAB				
220-747-728.000	DUES & SUBSCRIPTIONS			
220-747-735.000	POSTAGE			
220-747-740.000	OPERATING EXPENSES			
220-747-801.000	CONTRACTUAL SERVICES			
220-747-804.000	G/F - ADMINISTRATION FEES	2,500.00	2,500.00	2,500.00
220-747-861.000	MILEAGE			
220-747-863.000	MEALS & LODGING			
220-747-900.000	PUBLISHING			

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
220-747-959.000	LICENSE/PERMITS			
Totals for dept 747 - HARBOR REHAB		2,500.00	2,500.00	2,500.00
Dept 775 - COMMUNITY BETTERMENT				
220-775-880.000	COMMUNITY BETTERMENT			
Totals for dept 775 - COMMUNITY BETTERMENT				
Dept 999 - TRANSFERS TO OTHER FUNDS				
220-999-999.000	TRANSFERS OUT			
220-999-999.594	TRANSFER TO MARINA			
Totals for dept 999 - TRANSFERS TO OTHER FUNDS				
TOTAL APPROPRIATIONS		2,500.00	2,500.00	2,500.00
NET OF REVENUES/APPROPRIATIONS - FUND 220		14,600.00	15,910.83	16,500.00

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Fund 246 - TOWNSHIP IMPROVEMENT FUND					
ESTIMATED REVENUES					
Dept 000 -					
246-000-402.000	PROPERTY TAX INCOME	185,000.00	182,992.26	185,000.00	up 3%
246-000-405.000	TAX CHARGEBACKS				
246-000-407.000	DELINQUENT TAXES	14,000.00	14,312.87	14,000.00	
246-000-410.000	DNR PILT				
246-000-426.000	COMMERCIAL FOREST RESERVE	12,000.00	12,399.23	12,000.00	
246-000-445.000	INTEREST PAID BY TAXPAYERS				
246-000-501.000	FEDERAL GRANTS				
246-000-539.000	STATE GRANTS				
246-000-580.001	CONT. FROM LOCAL UNITS - SNOW REM.				
246-000-600.001	CEMETERY INTERMENT FEES				
246-000-600.002	CEMETERY GRAVE OPENING		100.00		
246-000-600.003	CEMETERY SALE OF LOTS	3,000.00	3,300.00	2,000.00	
246-000-664.000	INTEREST INCOME	200.00	1,012.16	200.00	
246-000-670.000	RENTAL INCOME - AIRPORT	400.00	400.00	600.00	need discussion
246-000-672.000	OTHER INCOME		315.71	500.00	metal/dump days
246-000-673.000	SALE OF FIXED ASSET				
246-000-675.000	DONATIONS & CONTRIBUTIONS				
246-000-695.206	TRANSFERS IN - FIRE FUND				
246-000-695.505	TRANSFERS IN - AMBULANCE CORPS				
246-000-695.591	TRANSFER IN				
246-000-697.206	TRANSFER IN-FIRE-CAPITAL				
246-000-697.505	TRANSFER IN-AMBULANCE-CAPITAL				
246-000-698.000	LOAN PROCEEDS				
246-000-699.000	TRANSFER IN				
246-000-699.206	CONTRIBUTION TO PAYMENT OF DEBT				
246-000-699.505	CONTRIBUTION TO PAYMENT OF DEBT				
Totals for dept 000 -		214,600.00	214,832.23	214,300.00	
TOTAL ESTIMATED REVENUES		214,600.00	214,832.23	214,300.00	
APPROPRIATIONS					
Dept 223 - AUDIT					
246-223-802.000	AUDIT FEES	1,000.00	712.50	1,000.00	
Totals for dept 223 - AUDIT		1,000.00	712.50	1,000.00	
Dept 265 - BUILDING AND GROUNDS					
246-265-930.000	REPAIRS & MAINTENANCE	200.00		100.00	
Totals for dept 265 - BUILDING AND GROUNDS		200.00		100.00	
Dept 269 - AIRPORT					
246-269-705.000	DISPATCH				
246-269-740.000	OPERATING EXPENSES	500.00		500.00	

03/14/2025

## BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
246-269-804.000	G/F ADMINISTRATION FEES				
246-269-930.000	REPAIRS & MAINTENANCE	500.00	33.09	500.00	
246-269-959.000	LICENSE	25.00	25.00	25.00	
Totals for dept 269 - AIRPORT		1,025.00	58.09	1,025.00	
Dept 276 - CEMETERY					
246-276-702.000	SALARY & WAGES				
246-276-715.000	PAYROLL TAXES				
246-276-726.000	OFFICE SUPPLIES				
246-276-740.000	OPERATING EXPENSES	2,500.00	2,365.00	500.00	
246-276-900.000	PUBLISHING				
246-276-920.000	UTILITIES	500.00	718.03	500.00	
246-276-930.000	REPAIRS & MAINTENANCE	100.00		100.00	
Totals for dept 276 - CEMETERY		3,100.00	3,083.03	1,100.00	
Dept 441 - DEPARTMENT OF PUBLIC WORKS					
246-441-702.000	SALARY & WAGES	100,000.00	89,129.04	100,000.00	increase
246-441-715.000	PAYROLL TAXES	8,000.00	6,818.40	8,000.00	
246-441-720.000	WORKERS COMP INSURANCE	1,000.00	899.37	1,000.00	
246-441-725.000	BENEFITS (RETIREMENT/HOSPITAL)	25,000.00	25,437.88	29,000.00	
246-441-726.000	OFFICE SUPPLIES	100.00	129.94	100.00	
246-441-740.000	OPERATING EXPENSES	2,000.00	1,478.46	2,000.00	
246-441-801.000	CONTRACTUAL SERVICES	1,000.00	1,227.94	1,000.00	
246-441-804.000	G/F ADMINISTRATION FEES	2,500.00	2,500.00	2,500.00	
246-441-850.000	TELEPHONE	1,500.00	1,406.06	1,500.00	
246-441-861.000	MILEAGE	200.00		200.00	
246-441-862.000	FUEL PURCHASES	2,500.00	2,250.82	2,500.00	
246-441-900.000	PUBLISHING				
246-441-920.000	UTILITIES	2,500.00	2,798.93	3,000.00	
246-441-930.000	REPAIRS & MAINTENANCE	7,000.00	4,959.27	4,500.00	
246-441-970.001	CAPITAL OUTLAY - BUILDING FUND				
246-441-970.100	ENGINEERING				
246-441-970.210	WESTON BUILDING - ENGINEERING				
246-441-970.220	WESTON BUILDING - CONSTRUCTION & MATERIA				
246-441-970.230	WESTON BUILDING - OTHER RELATED COSTS				
246-441-971.000	CAPITAL OUTLAY - SEWER PROJECT				
246-441-972.000	DEBT SERVICE - PRINCIPLE & INTEREST				
Totals for dept 441 - DEPARTMENT OF PUBLIC WORKS		153,300.00	139,036.11	155,300.00	
Dept 448 - STREET LIGHTING					
246-448-920.000	STREET LIGHTS	15,000.00	14,993.83	16,000.00	
Totals for dept 448 - STREET LIGHTING		15,000.00	14,993.83	16,000.00	
Dept 449 - ROAD IMPROVEMENT					
246-449-932.000	ROAD IMPROVEMENT				
Totals for dept 449 - ROAD IMPROVEMENT					

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP			
Calculations as of 03/31/2025					
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Dept 775 - COMMUNITY BETTERMENT					
246-775-805.000	COMMUNITY BETTERMENT	15,000.00	14,950.00	10,000.00	sidewalks
246-775-805.001	VETERAN MONUMENT				
246-775-805.002	DUST CONTROL				
246-775-805.003	CLEAN UP DAYS	6,000.00	5,931.45	6,500.00	
246-775-875.000	HOLIDAY DECORATIONS	1,000.00	881.79	2,000.00	
Totals for dept 775 - COMMUNITY BETTERMENT		22,000.00	21,763.24	18,500.00	
Dept 810 - DEBT SERVICE					
246-810-995.441	DEBT SERVICE - DPW	9,500.00	9,362.19	9,500.00	Building
Totals for dept 810 - DEBT SERVICE		9,500.00	9,362.19	9,500.00	
Dept 851 - INSURANCE					
246-851-960.269	INSURANCE (NOT PAYROLL RELATED) - A	2,000.00	2,149.00	2,500.00	
246-851-960.276	INSURANCE (NOT PAYROLL RELATED) - C	500.00	556.00	500.00	
246-851-960.441	INSURANCE (NOT PAYROLL RELATED) - D	3,000.00	3,267.00	3,500.00	
Totals for dept 851 - INSURANCE		5,500.00	5,972.00	6,500.00	
Dept 902 - EQUIPMENT PURCHASES					
246-902-970.000	CAPITAL OUTLAY			18,000.00	new kubota
246-902-977.000	EQUIPMENT PURCHASES				(split water)
246-902-977.441	EQUIPMENT PURCHASES - DPW				
Totals for dept 902 - EQUIPMENT PURCHASES				18,000.00	
Dept 999 - TRANSFERS TO OTHER FUNDS					
246-999-999.000	TRANSFERS OUT				
Totals for dept 999 - TRANSFERS TO OTHER FUNDS					
TOTAL APPROPRIATIONS		210,625.00	194,980.99	227,025.00	
NET OF REVENUES/APPROPRIATIONS - FUND 246		3,975.00	19,851.24	(12,725.00)	

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

GL NUMBER	DESCRIPTION	2024-25	2024-25	2025-26	
		AMENDED BUDGET	ACTIVITY THRU 03/31/25	RECOMMENDED BUDGET	
Fund 247 - ROAD IMPROVEMENT					
ESTIMATED REVENUES					
Dept 000 -					
247-000-402.000	PROPERTY TAXES	90,000.00	89,975.81	90,000.00	up 3%
247-000-405.000	TAX CHARGEBACKS				
247-000-407.000	DELINQUENT TAXES	7,000.00	7,037.21	7,000.00	
247-000-426.000	COMMERCIAL FOREST RESERVE	6,500.00	6,096.70	6,500.00	
247-000-427.000	PILT				
247-000-445.000	INTEREST & PENALTIES				
247-000-501.000	FEDERAL GRANTS				
247-000-539.000	STATE GRANTS				
247-000-545.000	STATE PILT (DNR)				
247-000-574.000	STATE REVENUE SHARING				
247-000-575.000	OTHER STATE SHARED REVENUES				
247-000-664.000	INTEREST INCOME		2,053.13		
247-000-672.000	OTHER INCOME				
Totals for dept 000 -		103,500.00	105,162.85	103,500.00	
TOTAL ESTIMATED REVENUES		103,500.00	105,162.85	103,500.00	
APPROPRIATIONS					
Dept 449 - ROAD IMPROVEMENT					
247-449-932.000	ROAD IMPROVEMENT			40,000.00	Lowder Rd.
Totals for dept 449 - ROAD IMPROVEMENT				40,000.00	
Dept 775 - COMMUNITY BETTERMENT					
247-775-805.002	DUST CONTROL	27,000.00	26,725.25	28,000.00	fuel/calcium chloride
Totals for dept 775 - COMMUNITY BETTERMENT		27,000.00	26,725.25	28,000.00	
TOTAL APPROPRIATIONS		27,000.00	26,725.25	68,000.00	
NET OF REVENUES/APPROPRIATIONS - FUND 247		76,500.00	78,437.60	35,500.00	



03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
Fund 291 - MEDICAL CENTER				
ESTIMATED REVENUES				
Dept 000 -				
291-000-580.000	CONTRIBUTIONS FROM LOCAL UNITS			
291-000-581.000	UPRHS GRANT			
291-000-581.001	MICH STATE/BARNAS GRANT	7,700.00	7,713.00	7,700.00
291-000-585.000	HOUSING PILT			
291-000-664.000	INTEREST INCOME		231.47	
291-000-668.000	RENT	1,300.00	600.00	1,300.00
291-000-672.000	OTHER INCOME			
291-000-695.101	TRANSFERS IN - GENERAL FUND	3,000.00	3,000.00	
Totals for dept 000 -		12,000.00	11,544.47	9,000.00
TOTAL ESTIMATED REVENUES		12,000.00	11,544.47	9,000.00
APPROPRIATIONS				
Dept 223 - AUDIT				
291-223-802.000	AUDIT	500.00	412.50	500.00
Totals for dept 223 - AUDIT		500.00	412.50	500.00
Dept 671 - MEDICAL FACILITY				
291-671-702.000	SALARY & WAGES			
291-671-715.000	PAYROLL TAXES			
291-671-725.000	BENEFITS (RETIREMENT/HOSPITAL)			
291-671-801.000	CONTRACTUAL SERVICES			
291-671-805.000	MEDICAL EXPENSES			
291-671-850.000	TELEPHONE	500.00	452.15	500.00
291-671-920.000	UTILITIES	2,500.00	2,555.63	3,000.00
291-671-930.000	REPAIRS & MAINTENANCE	39,000.00	38,787.98	500.00
Totals for dept 671 - MEDICAL FACILITY		42,000.00	41,795.76	4,000.00
Dept 851 - INSURANCE				
291-851-960.000	INSURANCE (NOT PAYROLL RELATED)	700.00	770.00	700.00
Totals for dept 851 - INSURANCE		700.00	770.00	700.00
TOTAL APPROPRIATIONS		43,200.00	42,978.26	5,200.00
NET OF REVENUES/APPROPRIATIONS - FUND 291		(31,200.00)	(31,433.79)	3,800.00

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Fund 505 - AMBULANCE FUND					
ESTIMATED REVENUES					
Dept 000 -					
505-000-402.000	PROPERTY TAXES	30,000.00	30,702.10	31,000.00	up 3%
505-000-405.000	TAX CHARGEBACKS				
505-000-407.000	DELINQUENT TAXES	2,000.00	2,337.28	2,000.00	
505-000-426.000	COMMERCIAL FOREST RESERVE	2,000.00	2,025.21	2,000.00	
505-000-501.000	FEDERAL GRANTS				
505-000-539.000	STATE GRANTS				
505-000-540.000	GRANTS FROM PRIVATE SOURCES				
505-000-580.002	CONTRIBUTIONS FROM COUNTY				
505-000-600.000	CHARGES FOR SERVICES				
505-000-600.004	CHARGES FOR SERVICES - INSURANCE WRITE-O				
505-000-600.005	CHARGES FOR SERVICES - LEGAL FEES - COLL				
505-000-601.000	EMS CLASS TUITION				
505-000-601.026	OVERPAYMENTS				
505-000-608.000	PARK USER FEE - AMB				
505-000-610.000	CONTRACTUAL ADJUSTMENT/BAD DEBT				
505-000-664.000	INTEREST INCOME	500.00	957.77	500.00	
505-000-672.000	OTHER INCOME				
505-000-673.000	SALE OF FIXED ASSET				
505-000-675.000	DONATIONS & CONTRIBUTIONS		400.00		
505-000-687.000	REFUNDS/RETURNS				
Totals for dept 000 -		34,500.00	36,422.36	35,500.00	
TOTAL ESTIMATED REVENUES		34,500.00	36,422.36	35,500.00	
APPROPRIATIONS					
Dept 000 -					
505-000-966.505	TRANSFERS OUT - AMBULANCE FUND				
Totals for dept 000 -					
Dept 223 - AUDIT					
505-223-802.000	AUDIT	500.00	412.50	500.00	
Totals for dept 223 - AUDIT		500.00	412.50	500.00	
Dept 266 - ATTORNEY/ COUNSEL					
505-266-803.000	LEGAL FEES				
Totals for dept 266 - ATTORNEY/ COUNSEL					
Dept 651 - AMBULANCE					
505-651-702.000	WAGES	6,000.00	9,750.00	11,000.00	Bonuses? LY 750
505-651-715.000	PAYROLL TAXES				
505-651-720.000	WORKERS COMP INSURANCE				
505-651-725.000	BENEFITS (RETIREMENT/HOSPITAL)				

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
505-651-726.000	OFFICE SUPPLIES				
505-651-735.000	POSTAGE				
505-651-740.000	OPERATING EXPENSES	8,000.00	7,738.89	1,000.00	
505-651-740.001	OPERATING EXPENSES - UNIFORMS				
505-651-770.000	VACCINATIONS				
505-651-801.000	CONTRACTUAL SERVICES	500.00		500.00	
505-651-804.000	G/F ADMINISTRATION FEES	1,000.00	1,000.00	1,000.00	
505-651-850.000	COMMUNICATIONS	1,000.00	1,099.58	1,000.00	
505-651-861.000	MILEAGE	1,000.00		1,000.00	
505-651-862.000	FUEL PURCHASES				
505-651-863.000	MEALS & LODGING	500.00		500.00	
505-651-865.000	TRAINING	3,200.00	3,158.52	1,000.00	
505-651-900.000	PUBLISHING				
505-651-920.000	UTILITIES	1,500.00	1,933.12	2,000.00	
505-651-930.000	REPAIRS & MAINTENANCE	1,500.00	1,138.05	1,500.00	
505-651-968.000	DEPRECIATION AND DEPLETION				
505-651-995.000	DEBT SERVICE	12,000.00	11,609.11	12,000.00	building
Totals for dept 651 - AMBULANCE		36,200.00	37,427.27	32,500.00	
Dept 851 - INSURANCE					
505-851-960.000	INSURANCE (NOT PAYROLL RELATED)	6,700.00	6,674.00	6,700.00	auto ins
Totals for dept 851 - INSURANCE		6,700.00	6,674.00	6,700.00	
Dept 902 - EQUIPMENT PURCHASES					
505-902-977.000	EQUIPMENT PURCHASES				
Totals for dept 902 - EQUIPMENT PURCHASES					
Dept 999 - TRANSFERS TO OTHER FUNDS					
505-999-999.995	TRANSFER TO IMPROVEMENT-DEBT				
Totals for dept 999 - TRANSFERS TO OTHER FUNDS					
TOTAL APPROPRIATIONS		43,400.00	44,513.77	39,700.00	
NET OF REVENUES/APPROPRIATIONS - FUND 505		(8,900.00)	(8,091.41)	(4,200.00)	

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Fund 508 - PARK/ RECREATION FUND					
ESTIMATED REVENUES					
Dept 000 -					
508-000-600.006	CHARGES FOR SERVICES - WP CAMPING	280,000.00	279,753.00	250,000.00	reduced
508-000-600.007	CHARGES FOR SERVICES - WP SHOWERS	2,000.00	1,833.00	2,000.00	
508-000-600.008	CHARGES FOR SERVICES - WP DUMP STA	2,000.00	2,240.00	2,000.00	
508-000-600.009	CHARGES FOR SERVICES - WP LAUNDRY	10,000.00	10,645.50	10,000.00	
508-000-600.010	CHARGES FOR SERVICES - MISC	500.00	539.00	500.00	
508-000-600.011	CHARGES FOR SERVICES - WP REFUNDS				
508-000-600.012	CHARGES FOR SERVICES - CC RENTAL INC	500.00	400.00	500.00	
508-000-600.013	CHARGES FOR SERVICES - CC SECURITY D	500.00	(250.00)	500.00	
508-000-600.014	CHARGES FOR SERVICES - CC FITNESS CER	500.00	677.40	500.00	
508-000-600.015	CHARGES FOR SERVICES - CC KEY DEPOSITS		40.00		
508-000-600.016	CAMPGROUND INCOME - RESERVATIONS	450,000.00	477,927.01	500,000.00	increase
508-000-664.000	INTEREST INCOME	1,500.00	2,188.31	1,000.00	
508-000-671.000	OTHER INCOME	65,000.00	63,443.43	500.00	
508-000-673.000	SALE OF FIXED ASSET				
508-000-675.001	DONATIONS & CONTRIBUTIONS - CC & FITNESS		100.00		
508-000-675.002	DONATIONS & CONTRIBUTIONS - WP		16,500.00		
508-000-675.003	DONATIONS & CONTRIBUTIONS - PLAYGROUND				
Totals for dept 000 -		812,500.00	856,036.65	767,500.00	
TOTAL ESTIMATED REVENUES		812,500.00	856,036.65	767,500.00	
APPROPRIATIONS					
Dept 223 - AUDIT					
508-223-802.000	AUDIT	1,500.00	1,212.50	1,500.00	
Totals for dept 223 - AUDIT		1,500.00	1,212.50	1,500.00	
Dept 751 - CAMPGROUND					
508-751-702.000	SALARY & WAGES	140,000.00	136,054.10	150,000.00	increase
508-751-715.000	PAYROLL TAXES	30,000.00	10,546.36	25,000.00	unemployment
508-751-720.000	WORKERS COMP INSURANCE	2,000.00	2,334.39	2,500.00	
508-751-725.000	BENEFITS (RETIREMENT/HOSPITAL)	26,000.00	26,328.41	30,000.00	
508-751-726.000	OFFICE SUPPLIES	500.00	399.33	500.00	
508-751-735.000	POSTAGE	50.00	9.50	50.00	
508-751-740.000	OPERATING EXPENSES	42,000.00	41,849.94	45,000.00	
508-751-770.000	VACCINATIONS				
508-751-801.000	CONTRACTUAL SERVICES	14,000.00	20,011.78	25,000.00	reserve fees - engine
508-751-804.000	G/F ADMINISTRATION FEE			15,000.00	
508-751-823.000	SEPTIC/PORT-A-JOHN SERVICE	21,000.00	20,750.00	20,000.00	maybe less
508-751-850.000	TELEPHONE	3,500.00	3,056.77	3,500.00	
508-751-861.000	MILEAGE	100.00	151.96	100.00	
508-751-862.000	FUEL PURCHASES	2,300.00	2,295.41	2,500.00	
508-751-900.000	PUBLISHING				

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
508-751-920.000	UTILITIES	65,000.00	61,374.22	67,000.00	
508-751-921.101	USER FEES - GENERAL LAW				
508-751-921.206	USER FEES - FIRE FUND				
508-751-921.220	USER FEES - HARBOR FUND				
508-751-921.505	USER FEES - AMB FUND				
508-751-921.591	USER FEES - WATER FUND				
508-751-924.000	CABLE SERVICE	3,500.00	3,540.00	3,500.00	
508-751-930.000	REPAIRS & MAINTENANCE	35,000.00	35,047.06	40,000.00	xtra gravel/dirt level
508-751-955.000	CREDIT CARD FEES	15,000.00	12,110.28	20,000.00	
508-751-959.000	LICENSE	600.00	630.00	500.00	
508-751-968.000	DEPRECIATION AND DEPLETION				
508-751-998.000	INTEREST EXPENSE				
Totals for dept 751 - CAMPGROUND		400,550.00	376,489.51	450,150.00	
Dept 758 - OTHER PARKS					
508-758-702.000	SALARY & WAGES				
508-758-715.000	PAYROLL TAXES				
508-758-720.000	WORKERS COMPENSATION				
508-758-740.000	OPERATING SUPPLIES	1,400.00	1,369.50	1,400.00	
508-758-823.000	SEPTIC/PORT-A-JOHN SERVICE				
508-758-920.000	UTILITIES	800.00	815.24	850.00	
508-758-930.000	REPAIRS & MAINTENANCE	40,000.00	40,805.19	40,000.00	mobi mat/bwalk ramp
508-758-930.001	PLAYGROUND PROJECT				beach bathhouse
508-758-968.000	DEPRECIATION AND DEPLETION				
Totals for dept 758 - OTHER PARKS		42,200.00	42,989.93	42,250.00	
Dept 790 - LIBRARY					
508-790-702.000	SALARY & WAGES	16,000.00	16,000.00	18,000.00	increase
508-790-715.000	PAYROLL TAXES	1,500.00	1,224.00	1,500.00	
508-790-726.000	SUPPLIES	1,000.00	416.72	2,500.00	chairs/books
508-790-930.000	REPAIRS & MAINTENANCE	500.00	61.67	500.00	
Totals for dept 790 - LIBRARY		19,000.00	17,702.39	22,500.00	
Dept 805 - COMMUNITY CENTER					
508-805-702.000	SALARY & WAGES	5,000.00	5,053.83	5,000.00	
508-805-715.000	PAYROLL TAXES	500.00	386.65	500.00	
508-805-725.000	BENEFITS (RETIREMENT/HOSPITAL)		350.36		
508-805-740.000	OPERATING EXPENSES	2,000.00	643.73	2,000.00	
508-805-823.000	SEPTIC SERVICE				
508-805-850.000	TELEPHONE	1,200.00	1,257.67	1,400.00	
508-805-920.000	UTILITIES	6,000.00	6,974.80	7,000.00	
508-805-930.000	REPAIRS & MAINTENANCE	15,000.00	16,252.36	20,000.00	pole barn electric
508-805-968.000	DEPRECIATION AND DEPLETION				
Totals for dept 805 - COMMUNITY CENTER		29,700.00	30,919.40	35,900.00	
Dept 810 - DEBT SERVICE					
508-810-995.000	DEBT SERVICE	62,000.00	66,325.00	65,000.00	bathhouse loan
Totals for dept 810 - DEBT SERVICE		62,000.00	66,325.00	65,000.00	

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP			
		Calculations as of 03/31/2025			
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Dept 851 - INSURANCE					
508-851-960.751	INSURANCE (NOT PAYROLL RELATED) - C	4,000.00	4,714.00	5,000.00	
508-851-960.752	INSURANCE (NOT PAYROLL RELATED) - C	3,000.00	3,116.00	3,200.00	
Totals for dept 851 - INSURANCE		7,000.00	7,830.00	8,200.00	
Dept 901 - CAPITAL OUTLAY					
508-901-970.000	CAPITAL OUTLAY	178,000.00	177,539.10	60,000.00	pole barn balance due
508-901-970.805	COMMUNITY CENTER IMPROVEMENTS	250,000.00	250,343.12		
Totals for dept 901 - CAPITAL OUTLAY		428,000.00	427,882.22	60,000.00	
Dept 902 - EQUIPMENT PURCHASES					
508-902-970.000	CAPITAL OUTLAY				
508-902-977.000	EQUIPMENT PURCHASES	56,900.00	56,871.52		
Totals for dept 902 - EQUIPMENT PURCHASES		56,900.00	56,871.52		
Dept 999 - TRANSFERS TO OTHER FUNDS					
508-999-999.000	TRANSFERS OUT				
508-999-999.101	TRANSFER TO GENERAL FUND				
508-999-999.594	TRANSFER TO MARINA			10,000.00	annual
Totals for dept 999 - TRANSFERS TO OTHER FUNDS				10,000.00	
TOTAL APPROPRIATIONS		1,046,850.00	1,028,222.47	695,500.00	
NET OF REVENUES/APPROPRIATIONS - FUND 508		(234,350.00)	(172,185.82)	72,000.00	

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
Fund 585 - FUEL				
ESTIMATED REVENUES				
Dept 000 -				
585-000-539.000	STATE GRANTS			
585-000-640.000	FUEL SALES	150,000.00	129,964.35	120,000.00
585-000-662.000	MARINA SHARE OF ELECTRIC			
585-000-664.000	INTEREST INCOME		55.40	
585-000-672.000	OTHER INCOME			
585-000-695.101	TRANSFERS IN - GENERAL FUND			
Totals for dept 000 -		150,000.00	130,019.75	120,000.00
TOTAL ESTIMATED REVENUES		150,000.00	130,019.75	120,000.00
APPROPRIATIONS				
Dept 223 - AUDIT				
585-223-802.000	AUDIT	500.00	337.50	500.00
Totals for dept 223 - AUDIT		500.00	337.50	500.00
Dept 266 - ATTORNEY/ COUNSEL				
585-266-803.000	LEGAL FEES			
Totals for dept 266 - ATTORNEY/ COUNSEL				
Dept 550 - FUEL				
585-550-702.000	SALARY & WAGES			
585-550-726.000	OFFICE SUPPLIES			
585-550-755.000	DIESEL PURCHASES	80,000.00	67,444.20	70,000.00
585-550-756.000	GASOLINE PURCHASES	45,000.00	39,625.47	45,000.00
585-550-801.000	CONTRACTUAL SERVICES			
585-550-803.000	G/F ADMINISTRATION FEES	1,000.00	1,000.00	1,000.00
585-550-850.000	TELEPHONE			
585-550-920.000	UTILITIES	1,500.00	1,461.96	1,500.00
585-550-930.000	REPAIR & MAINTENANCE	1,000.00	881.02	1,000.00
Totals for dept 550 - FUEL		128,500.00	110,412.65	118,500.00
Dept 753 - MARINA				
585-753-968.000	DEPRECIATION AND DEPLETION			
Totals for dept 753 - MARINA				
Dept 851 - INSURANCE				
585-851-960.000	INSURANCE (NOT PAYROLL RELATED)			
Totals for dept 851 - INSURANCE				
Dept 901 - CAPITAL OUTLAY				
585-901-970.000	CAPITAL OUTLAY			
Totals for dept 901 - CAPITAL OUTLAY				
Dept 902 - EQUIPMENT PURCHASES				
585-902-970.000	EQUIPMENT PURCHASES			
Totals for dept 902 - EQUIPMENT PURCHASES				
TOTAL APPROPRIATIONS		129,000.00	110,750.15	119,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 585		21,000.00	19,269.60	1,000.00

03/14/2025

BUDGET REPORT FOR BURT TOWNSHIP

Calculations as of 03/31/2025

GL NUMBER	DESCRIPTION	2024-25	2024-25	2025-26	
		AMENDED BUDGET	ACTIVITY THRU 03/31/25	RECOMMENDED BUDGET	
Fund 591 - WATER FUND					
ESTIMATED REVENUES					
Dept 000 -					
591-000-539.000	STATE GRANTS				
591-000-600.016	MONTHLY WATER SERVICE	200,000.00	205,634.00	215,000.00	increase 48/50
591-000-600.017	METERED USAGE	60,000.00	60,822.46	60,000.00	
591-000-600.018	INSTALLATION				
591-000-600.019	SERVICE CALLS/REPAIRS	10,000.00	11,171.78	2,000.00	
591-000-600.020	USER FEE - CAMPGROUNDS				
591-000-600.021	SEASONAL/ANNUAL WATER SERVICE				
591-000-603.000	HYDRANT FEES	10,350.00		10,350.00	
591-000-664.000	INTEREST INCOME	2,000.00	7,134.73	2,000.00	
591-000-671.000	REFUNDS - NOC				
591-000-672.000	OTHER INCOME		40.00	100,000.00	CD cash
591-000-695.206	TRANSFERS IN - FIRE FUND				
Totals for dept 000 -		282,350.00	284,802.97	389,350.00	
TOTAL ESTIMATED REVENUES		282,350.00	284,802.97	389,350.00	
APPROPRIATIONS					
Dept 223 - AUDIT					
591-223-802.000	AUDIT	1,000.00	712.50	1,000.00	
Totals for dept 223 - AUDIT		1,000.00	712.50	1,000.00	
Dept 265 - BUILDING AND GROUNDS					
591-265-930.000	REPAIRS & MAINTENANCE				
Totals for dept 265 - BUILDING AND GROUNDS					
Dept 266 - ATTORNEY/ COUNSEL					
591-266-801.000	LEGAL FEES				
Totals for dept 266 - ATTORNEY/ COUNSEL					
Dept 536 - WATER					
591-536-702.000	WAGES	80,000.00	85,614.84	90,000.00	increase
591-536-715.000	PAYROLL TAXES	7,000.00	6,549.49	7,000.00	
591-536-720.000	WORKERS COMP INSURANCE	1,800.00	1,825.19	1,800.00	
591-536-725.000	BENEFITS (RETIREMENT/HOSPITAL)	25,000.00	25,121.10	28,000.00	
591-536-726.000	OFFICE SUPPLIES	500.00	360.72	500.00	
591-536-728.000	DUES & SUBSCRIPTIONS	500.00	550.00	500.00	
591-536-735.000	POSTAGE	1,000.00	1,261.00	1,200.00	
591-536-740.000	OPERATING EXPENSES	3,000.00	1,497.49	3,000.00	
591-536-801.000	CONTRACTUAL SERVICES	5,000.00	5,236.57	85,000.00	
591-536-804.000	G/F ADMINISTRATION FEES	5,000.00	5,000.00	2,500.00	
591-536-850.000	TELEPHONE	2,000.00	1,862.50	2,000.00	
591-536-861.000	MILEAGE	300.00	316.51	300.00	
591-536-862.000	FUEL PURCHASES	2,000.00	1,363.58	2,000.00	
591-536-863.000	MEALS & LODGING	1,000.00	928.20	1,000.00	



03/14/2025.		BUDGET REPORT FOR BURT TOWNSHIP			
Calculations as of 03/31/2025					
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
591-536-865.000	TRAINING	500.00	435.00	500.00	
591-536-900.000	PUBLISHING	200.00	175.00	200.00	
591-536-920.000	UTILITIES	14,000.00	14,559.38	14,000.00	
591-536-930.000	REPAIR & MAINTENANCE - GENERAL	10,000.00	9,124.86	5,000.00	use RRI
591-536-931.000	WATER TESTING	3,000.00	2,347.92	3,000.00	
591-536-959.000	LICENSE	1,000.00	808.38	1,000.00	
591-536-968.000	DEPRECIATION AND DEPLETION				
Totals for dept 536 - WATER		162,800.00	164,937.73	248,500.00	
Dept 810 - DEBT SERVICE					
591-810-995.000	DEBT SERVICE	44,000.00	37,820.00	40,000.00	interest
Totals for dept 810 - DEBT SERVICE		44,000.00	37,820.00	40,000.00	
Dept 851 - INSURANCE					
591-851-960.000	INSURANCE (NOT PAYROLL RELATED)	3,500.00	3,382.00	3,500.00	
Totals for dept 851 - INSURANCE		3,500.00	3,382.00	3,500.00	
Dept 901 - CAPITAL OUTLAY					
591-901-970.000	CAPITAL OUTLAY				
591-901-975.000	CAPITAL OUTLAY - WELLHEAD PROTECTION				
Totals for dept 901 - CAPITAL OUTLAY					
Dept 902 - EQUIPMENT PURCHASES					
591-902-970.000	EQUIPMENT PURCHASES			18,000.00	new kubota(split DPW)
591-902-977.000	EQUIPMENT PURCHASES				
Totals for dept 902 - EQUIPMENT PURCHASES				18,000.00	
Dept 999 - TRANSFERS TO OTHER FUNDS					
591-999-999.000	TRANSFERS OUT				
591-999-999.246	TRANSFER TO IMPROVEMENT FUND				
Totals for dept 999 - TRANSFERS TO OTHER FUNDS					
TOTAL APPROPRIATIONS		211,300.00	206,852.23	311,000.00	
NET OF REVENUES/APPROPRIATIONS - FUND 591		71,050.00	77,950.74	78,350.00	
				Quarterly transfers RRI	(26,200.00)
				Quarterly transfers Bond	(84,340.00)
				ADD BACK DEBT SERVICE	40,000.00
					7,810.00

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP			
		Calculations as of 03/31/2025			
		2024-25	2024-25	2025-26	
		AMENDED	ACTIVITY	RECOMMENDED	
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET	
Fund 594 - MARINA					
ESTIMATED REVENUES					
Dept 000 -					
594-000-539.000	STATE GRANTS				
594-000-600.022	CHARGES FOR SERVICES - FUEL SALES	65,000.00	64,548.93	65,000.00	
594-000-600.023	CHARGES FOR SERVICES - DOCKAGE	15,000.00	14,690.05	15,000.00	
594-000-600.024	CHARGES FOR SERVICES - PUMP OUT	600.00	540.00	600.00	
594-000-600.025	CHARGES FOR SERVICES - LAUNCH/FISH	9,000.00	8,800.45	8,000.00	
594-000-664.000	INTEREST INCOME		470.32		
594-000-672.000	OTHER INCOME				
594-000-675.000	DONATIONS & CONTRIBUTIONS				
594-000-695.220	TRANSFERS IN - HARBOR				
594-000-695.508	TRANSFERS IN - WOODLAND PARK			10,000.00	annual
Totals for dept 000 -		89,600.00	89,049.75	98,600.00	
TOTAL ESTIMATED REVENUES		89,600.00	89,049.75	98,600.00	
APPROPRIATIONS					
Dept 223 - AUDIT					
594-223-802.000	AUDIT	500.00	412.50	500.00	
Totals for dept 223 - AUDIT		500.00	412.50	500.00	
Dept 753 - MARINA					
594-753-702.000	WAGES	21,000.00	22,543.12	23,000.00	no change
594-753-715.000	PAYROLL TAXES	2,000.00	1,717.12	2,000.00	
594-753-720.000	WORKERS COMP INSURANCE				
594-753-726.000	OFFICE SUPPLIES	500.00	640.62	500.00	
594-753-740.000	OPERATING EXPENSES	1,500.00	1,336.17	1,500.00	
594-753-755.000	FUEL PURCHASES	45,000.00	44,797.77	45,000.00	
594-753-801.000	CONTRACTUAL SERVICES				maybe - park
594-753-823.000	SEPTIC/PORTA-JOHNS	10,500.00	7,800.00	9,000.00	hope for less
594-753-850.000	TELEPHONE	1,500.00	1,210.40	1,500.00	
594-753-861.000	MILEAGE	100.00		100.00	
594-753-920.000	UTILITIES	3,000.00	2,248.11	3,000.00	
594-753-930.000	REPAIR & MAINTENANCE	3,000.00	2,533.47	3,000.00	
594-753-955.000	CREDIT CARD FEES	2,000.00	1,677.12	2,000.00	
594-753-959.000	LICENSE	100.00			
594-753-962.000	DIESEL FUEL TAX	3,000.00	2,737.19	3,000.00	
594-753-968.000	DEPRECIATION AND DEPLETION				
Totals for dept 753 - MARINA		93,200.00	89,241.09	93,600.00	
Dept 901 - CAPITAL OUTLAY					
594-901-970.000	CAPITAL OUTLAY				possible paving?
Totals for dept 901 - CAPITAL OUTLAY					
Dept 902 - EQUIPMENT PURCHASES					
594-902-970.000	EQUIPMENT PURCHASES				
Totals for dept 902 - EQUIPMENT PURCHASES					
TOTAL APPROPRIATIONS		93,700.00	89,653.59	94,100.00	
NET OF REVENUES/APPROPRIATIONS - FUND 594		(4,100.00)	(603.84)	4,500.00	

03/14/2025		BUDGET REPORT FOR BURT TOWNSHIP		
Calculations as of 03/31/2025				
		2024-25	2024-25	2025-26
		AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION	BUDGET	THRU 03/31/25	BUDGET
	ESTIMATED REVENUES - ALL FUNDS	2,313,450.00	2,302,705.50	2,239,150.00
	APPROPRIATIONS - ALL FUNDS	2,399,675.00	2,352,009.74	2,019,525.00
	NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	(86,225.00)	(49,304.24)	219,625.00

## 2025/2026 Burt Township Policy

Salaries, Wages, Benefits, Fees - *Effective April 1, 2025*

Position	Salary	Hourly	Amount	
<b>Elected Officials</b>				
Supervisor	X		\$ 21,700.00	Annual Base - Gross Salary to be \$27,400 effective
Water Administrator	X		\$ 5,200.00	Annual - Supervisor
Fuel Administrator	X		\$ 500.00	Annual - Supervisor
Clerk	X		\$ 29,000.00	Annual Base - Gross Salary to be \$34,500 effective
Water Billing Clerk	X		\$ 6,500.00	Annual - Clerk
Fuel Billing	X		\$ 2,000.00	Annual - Clerk
Treasurer	X		\$ 18,500.00	Annual Base - Gross Salary to be \$24,000 effective
Fuel Receiving	X		\$ 500.00	Annual - Treasurer
School Tax Collection	X		\$ 5,000.00	Annual - Treasurer
Trustees (2)	X		\$ 5,000.00	Annual - Effective 4/01/2018
<b>Full-Time Employees - Salaries for Fiscal Year 2025/26</b>				
Park Manager	X		\$40,000 - \$55,000	Salary + Retirement/Health Insurance
Office Manager	X		\$40,000 - \$55,000	Salary + Retirement/Health Insurance
DPW Manager/ Water Op #1	X		\$75,000 - \$90,000	Salary + Retirement/Health Insurance
DPW / Water Op #2		X	\$22.00 - \$28.00	Retirement/Health Insurance
DPW / Water Op #3		X	\$22.00 - \$28.00	Retirement/Health Insurance
<b>Part-Time and Seasonal Employees</b>				
Deputy Clerk	X		\$ 4,000.00	Salary
Deputy Treasurer		X	\$15.00 - \$18.00	per hour
DPW - Seasonal Help		X	\$15.00 - \$18.00	per hour w/ +.50 raise after evaluation. <18-Minimum Wage
Harbor Master	X		\$ 15,000.00	Salary ( <i>May-October</i> )
Librarian		X	\$12.00 - \$18.00	per hour
Library Sub		X	\$12.00 - \$16.00	per hour
Office Sub		X	\$15.00 - \$17.00	per hour
Park & Marina Laborers		X	\$12.00 - \$26.00	per hour
<b>Fire Department</b>				
Chief	X		\$ 600.00	per month
Assistant Chief	X		\$ 400.00	per month
Secretary/Captain	X		\$ 600.00	per month
Firefighters		X	\$ 25.00	per hour
Vehicle Maintenance		X	\$ 25.00	per hour
Meetings		X	\$ 25.00	per meeting
Training		X	\$ 120.00	per completed training
<b>Election Officials</b>				
Chair Person		X	\$ 16.00	per hour - Elections or Training
Poll Worker		X	\$ 15.00	per hour - Elections or Training
<b>Other Personnel</b>				
Assessor	X		\$ 35,750.00	Salary ( <i>Contracted Employee</i> )
Board of Review		X	\$ 20.00	per hour - Meetings or Training
Fence Viewer (Farm Animals)		X	\$ 25.00	per dispute ( <i>Paid by requestor, then to the viewer</i> )
Planning Commission			\$ 50.00	per meeting
Zoning Administrator	X		\$ 20,500.00	Salary
Zoning Board of Appeals			\$ 50.00	per meeting
<b>Water Line Installation/Repair Fees - Effective April 2025</b>				
Assistant		X	\$ 55.00	per hour
Backhoe		X	\$ 150.00	per hour
Operator		X	\$ 55.00	per hour

Salary is paid Bi-weekly or monthly, Hourly is paid Bi-weekly. All payroll checks are available on the pay date after 12:00PM.

Burt Township is an Equal Opportunity Provider & Employer

## 2025/26 Burt Township Policy

Salaries, Wages, Benefits, Fees - *Effective April 1, 2025*

### Woodland Park Campground

Prime Lakefront Sites	\$	50.00	per night
Lakefront Sites	\$	45.00	per night
Electric/Water Sites	\$	40.00	per night
Primitive Sites	\$	30.00	per night

### Community Center

Consists of two buildings, with kitchen being included with main community center rental. Rent varies per building and time used - contact the township office for a complete list of fees. **\$100 Security Deposit and all rental fees are due upon reservation.** All local non-profit organizations may use the center for no charge, as well as residents/tax payers. (*\$100 Deposit is still required*) Reservations should be through the township office. Privileges can be revoked at anytime for any reason. All users are expected to setup/takedown themselves and clean-up after use. **\*See rental contract for more information.**

Community Center Building w/ kitchen	\$300.00 per day or \$600.00 per weekend
Recreation Building ( <i>Condition AS IS</i> )	\$200.00 per day or \$500.00 per weekend
Stage / Baseball Field ( <i>Condition AS IS</i> )	\$50 per day or \$75 per weekend
Chairs	\$50 Deposit - Rental for residents/tax payers only
Tables	\$100 Deposit - Rental for residents/tax payers only
Picnic Tables	\$100 Deposit - Rental for residents/tax payers only

### Fitness Center

Ambulance crew, Fire crew, township employees, and anyone serving on a township board are eligible for free membership. Anyone under 18 must be accompanied by a parent. The fitness center is available for access at anytime, however please be courteous of the shared space - various events take place directly above this space. Your membership can be revoked at anytime for any reason. No refunds.

1 Week	\$	15.00	Non-Resident
1 Month	\$	25.00	
6 Months	\$	50.00	\$25 add-on for each additional family member
1 Year	\$	100.00	\$25 add-on for each additional family member
Key Deposit	\$	10.00	

### Rose Hill Cemetery

Interment: <i>8AM-3PM, Monday - Friday</i>	\$	500.00	Burial
	\$	100.00	Cremation
Interment: <i>Outside operating hours</i>	\$	1,000.00	Burial
	\$	250.00	Cremation
Full Burial	\$	500.00	1 Full Burial Plot
Cremation Burial	\$	500.00	2 Cremation Plots ( <i>Main Cemetery</i> )
Primitive Cremation Plot	\$	250.00	1 Primitive Cremation Plot ( <i>Primitive area</i> )

### Marina

Daily Fish Cleaning Pass	\$	10.00	Per Day
Daily Launch	\$	10.00	Per Day
Annual Launch Pass w/ Fish Cleaning	\$	60.00	Per Season

### Zoning, Building & Planning - All Fees are Non-Refundable

Conditional Use Permit	\$	300.00	Per Application. Non-refundable.
Land Division Application (Land Split)	\$	350.00	Per Application. Non-refundable. First Split. \$100 Each add'l split.
Short-term Rental License	\$	100.00	Per Application. Non-refundable. Renewed Yearly.
Transient Merchant License	\$	25.00	Daily. Per Application. Non-refundable.
	\$	50.00	Weekend. Per Application. Non-refundable.
	\$	200.00	6 Months. Per Application. Non-refundable.
Variance Request	\$	300.00	Per Application. Non-refundable.
Zoning Compliance Permit (Land Use)	\$	100.00	Per Application. Non-refundable.

### Office Services

Tax Roll Reproduction	\$	75.00	<i>Electronic version is free</i>
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### Special Reimbursements

Meals/Lodging /Etc...	TBD	Amount to be determined by actual receipts.
Mileage	\$	0.70 per mile - Effective 01/01/24 or as established by the IRS

**See Employee Policy Manual for general employment policies | 2025 COLA 2.5**

*Burt Township is an Equal Opportunity Provider & Employer*

**2025-03-02**  
**RESOLUTION ESTABLISHING WATER RATES**  
**BURT TOWNSHIP**  
**ALGER COUNTY, MICHIGAN**

WHEREAS, the Township Board of Burt Township, County of Alger, State of Michigan (the "Township") adopts Resolution No. 2025-03-02 (the "Resolution") in conjunction with Burt Township Water Rules and Regulations,

WHEREAS, this Resolution amends and supersedes all previous rate resolutions; and

WHEREAS, the Township Board intends to revise rates with an effective date of April 1, 2025,

WHEREAS, the Township Board recognizes these rates have been restructured subsequent to the first water project completion, utilizing actual meter readings and now after nine years of gathering actual usage information and impending plans to complete the final phase of the water project in the summer of 2026, and along with inflation and rising costs to maintain the system, we have determined the need to increase; and

NOW, THEREFORE BE IT RESOLVED that the Burt Township Board hereby authorizes the following charges to all property owners which are served by the water distribution system.

Monthly base rates: (based on supply line dimensions)

3/4"	\$ 50.00
1"	\$ 62.48
1.25"	\$ 78.71
1.5"	\$ 101.20
2.0"	\$ 162.43
3.0"	\$ 618.77
4.0"	\$ 787.13
6.0"	\$1180.68

Metered Usage – per 1,000 gallons           \$ 7.28

Hydrant Fee (Billed to Fire Dept.)   \$150.00 per hydrant

The Township Board shall review rates annually and make such adjustments as are necessary to meet water system obligations.

Adopted this 18<sup>th</sup> day of March, 2025 on a motion by \_\_\_\_\_, seconded by \_\_\_\_\_ and a vote of:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

\_\_\_\_\_  
Jon Babbitt  
Township Supervisor

March 18, 2025  
Date

STATE OF MICHIGAN - COUNTY OF ALGER

I, Lori McShane, Clerk of the Township of Burt, Alger County, Michigan, certify that the preceding is a true and correct copy of the resolution which was adopted by the Township Board at a meeting held on March 18<sup>th</sup>, 2025.

Signed:

Dated:

\_\_\_\_\_

03/18/2025

**2023-03-01**  
**RESOLUTION ESTABLISHING WATER RATES**  
**BURT TOWNSHIP**  
**ALGER COUNTY, MICHIGAN**

WHEREAS, the Township Board of Burt Township, County of Alger, State of Michigan (the "Township") adopts Resolution No. 2023-03-01 (the "Resolution") in conjunction with Burt Township Water Rules and Regulations,

WHEREAS, this Resolution amends and supersedes all previous rate resolutions; and

WHEREAS, the Township Board intends to revise rates with an effective date of April 1, 2023

WHEREAS, the Township Board recognizes these rates were restructured subsequent to water project completion, utilizing actual meter readings and now after seven years of gathering actual usage information and are planning to complete the infrastructure replacement in the summer of 2024, and along with rising costs to maintain the system, we have determined the need to increase; and

NOW, THEREFORE BE IT RESOLVED that the Burt Township Board hereby authorizes the following charges to all property owners which are served by the water distribution system.

Monthly base rates: (based on supply line dimensions)

3/4"	_____	\$ 48.00
1"	_____	\$ 59.98
1.25"	_____	\$ 75.57
1.5"	_____	\$ 97.16
2.0"	_____	\$ 155.94
3.0"	_____	\$ 594.06
4.0"	_____	\$ 755.69
6.0"	_____	\$1,133.53

Metered Usage – per 1,000 gallons           \$ 7.28

Hydrant Fee (Billed to Fire Dept.)   \$150.00 per hydrant

*4.16% increase*

The Township Board shall review rates annually and make such adjustments as are necessary to meet water system obligations and to increase with cost-of-living rates as published by the federal government.

Adopted this 30th day of March, 2023 on a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, and a vote of:

Ayes: 5

Nays: 0

\_\_\_\_\_  
 Sheri Shafer  
 Township Supervisor

03/30/2023  
 Date

STATE OF MICHIGAN - COUNTY OF ALGER

I, Lori McShane, Clerk of the Township of Burt, Alger County, Michigan, certify that the preceding is a true and correct copy of the resolution which was adopted by the Township Board at a meeting held on March 8, 2022.

Signed:

Dated:

\_\_\_\_\_

03/30/20263



BURT TOWNSHIP BOARD

ALGER COUNTY

P.O. BOX 430

E21837 GRAND MARAIS AVE.

GRAND MARAIS, MI 49839-0430

906-494-2381

Fax: 906-494-2627

www.burttownship.com

Jon Babbitt, Supervisor

Lori McShane, Clerk

Sara Secrest, Treasurer

Tim Jenkins, Trustee

Paul Williams, Trustee

RESOLUTION 2025-03-01

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the township board deems that an adjustment in the salary of the office of Clerk is warranted;

THEREFORE, BE IT RESOLVED, that as of May 1, 2025, the salary of the office of Clerk shall be as follows:

Clerk: \$29,000.00 salary, \$5,000.00 Water billing, \$500.00 Fuel Billing

Total compensation: \$34,500.00/year

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

Tim Jenkins	_____aye	_____nay
Paul Williams	_____aye	_____nay
Sara Secrest	_____aye	_____nay
Lori McShane	_____aye	_____nay
Jon Babbitt	_____aye	_____nay

STATE OF MICHIGAN )  
COUNTY OF ALGER )

I, Lori McShane, Clerk of the Township of Burt, Alger County, Michigan, 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 Tuesday, May 18, 2025 at 6:00 PM.

Signed:

Dated: 05/18/2025

Lori McShane, Clerk





# BURT TOWNSHIP BOARD

ALGER COUNTY

P.O. BOX 430

E21837 GRAND MARAIS AVE.

GRAND MARAIS, MI 49839-0430

906-494-2381

Fax: 906-494-2627

www.burttownship.com

Jon Babbitt, Supervisor  
Lori McShane, Clerk  
Sara Secrest, Treasurer

Tim Jenkins  
Paul Williams  
Trustees

## 2025/2026 Regular Meeting Schedule

Burt Township Board will hold regular meetings on the Second Tuesday of each month at 6:00 PM in the Community Center in Grand Marais during the fiscal year 2025/2026.

2025	2026
April 8, 2025	January 13, 2026
May 13, 2025	February 10, 2026
June 10, 2025	March 10, 2026
July 8, 2025	April 14, 2026
August 12, 2025	
September 9, 2025	
October 14, 2025	
November 11, 2025** Veteran's Day	
December 9, 2025	

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act (ADA)

The Burt Township Board will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting or public hearing upon 10 days notice to the Burt Township Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Burt Township Board by writing or calling the following: Burt Township Office, P.O. Box 430, Grand Marais, MI 49839 (906-494-2381)

A copy of this notice is on file in the office of the clerk.

Approved by the Burt Township Board: March 18, 2025      Posted: \_\_\_\_\_

Signature of Township Clerk: \_\_\_\_\_  
Lori McShane





# BURT TOWNSHIP BOARD

ALGER COUNTY

P.O. BOX 430

E21837 GRAND MARAIS AVE.

GRAND MARAIS, MI 49839-0430

906-494-2381

Fax: 906-494-2627

[www.burttownship.com](http://www.burttownship.com)

Jon Babbitt, Supervisor  
Lori McShane, Clerk  
Sara Secrest, Treasurer

Tim Jenkins, Trustee  
Paul Williams, Trustee

## Projects we accomplished in 2024/25 fiscal year . . .

- Audit with Anderson Tackman out of Kincheloe was completed – no findings!
- Planning Commission continued work on writing a new zoning ordinance
- New lease with the Army Corps for the property at Coast Guard Point still in the works.
- \$5,000 donation to chamber fireworks
- Continue additional law enforcement road patrol
- New Network Server for township office – with Firewall
- \$20,000 in sidewalk repair.
- New software for short term rental management
- TEXT ALERTS! For meetings, tax due dates etc . . .
- Purchase of new brush truck for Fire Dept. complete (\$202,335)
- Clean up days (\$6,000) and Holiday decorations (\$1,000)
- Topographic survey and engineering for cemetery
- Road improvements – Saving for paving of Wilson/Woodruff
- Dust Control (\$26,725)
- New vinyl siding on the Medical Center
- 2<sup>nd</sup> year of bonuses for the Alger County Ambulance personnel that serve Burt Township
- Added more reservations sites at Woodland Park Campground
- UPEA/Cross Contracting completed construction on the new bathhouse for the west end
- Electrical board replacement for the septic/drain field at the park
- Sixteen (16) new garbage cans for around town (\$11,000)
- New tractor for the campground
- New siding on the community center and pole barn and electrical improvements.
- Cement paver walkway for the greenspace (\$15,000)
- Continued improvements to the Heritage Center



## What is planned in the next 2025/26 fiscal year budget. . .

- Wrap up Zoning Ordinance rewrite - \$\$\$ for consultants and additional funds for more planning commission meetings.
- COLA - wage increase for all full-time employees
- Partner with Alger County – new AED equipment for Burt Township deputy vehicle
- Rewrite Transient Merchant Ordinance
- \$20,000 in sidewalk repair
- \$9,000 donation to Chamber to be used for 4<sup>th</sup> of July Fireworks!
- New Turn out gear for Fire Dept (4)
- New 800 mghz radio installed in new Brush Truck!
- Clean up days (\$5,000) and Holiday decorations (\$2,000)
- Dust Control
- New Kubota for DPW/Water
- Road Improvements on Lowder Rd – and continue saving for Wilson/Woodruff paving
- Again - Bonuses for the Alger County Ambulance personnel that serve Burt Township
- Continued analyzation of the Woodland Park Reservation/first come first serve ratio – can we make it better? Working to publicize possibly all reservations for 2026 season
- Levelling of campsites – gravel road repair
- Installation of handicapped accessible picnic table as well as starting the engraving on the walkway in the greenspace and installing the historical marker in the greenspace – CHECK OUT OUR SPONSORSHIP TAB ON OUR WEBSITE at burttownship.com
- Facility evaluation of the Bathhouse on the beach – Bayshore Park – hope to reopen early summer
- Electrical improvements at the community center pole barn (possible grant from Alger Delta)
- Continue to evaluate the cost of stabilization and improvements to the OCGBD Park property – look to Army Corp or federal grants for assistance
- Continue additional law enforcement road patrol
- More improvements to Woodland Park WiFi – with Hiawatha Fiber optic becoming available
- Purchase Mobi mat for handicapped accessibility to the beach – to include renovations to the boardwalk deck – adding ramp etc.
- New Floor in the community center kitchen
- Library investment – books!
- Cleary contractors to complete the construction of a new pole barn for Woodland Park storage behind Community Center
- Ten (10) more new wooden picnic tables for parks
- More video surveillance cameras for areas in the campground/beach bathhouse – w/grant from Par Plan
- Established an annual transfer from Woodland Park to Marina to stabilize fund and prepare for paving of parking area and many other improvements.
- Savings for Fitness center replacement
- Update our Wellhead Protection Plan
- UPEA to start design and planning on the Wilson/Woodruff Street water project – Bids to go out January 2026 – project construction summer 2026
- Increased water rates 😞