

**Mission Township Annual Operating Budget - 2024 Budget Year**

**General Fund**

Created 12-30-2022

Item	2020 Actual	2021 Actual	2022 Budget	2022 Actual	2023 Budget	2024 Proposed	2024 Proposed Budget Notes
<b>Revenues</b>							
General Property Tax	150,969	387,875	172,600	486,576	210,100	210,100	
Fiscal Disparities	0	0	0	2,163	0	0	
Severed Mineral	0	0	0	157	0	0	
Licenses & Permits - Alcoholic Beverages	0	37	0	0	0	0	
Penalties & Interest - Delinq. Taxes	0	0	0	2,372	0	0	
Federal CARES	49,126	46,882	0	46,882	0	0	
Local Government Aid	241	1,701	1,600	0	1,600	1,600	
Homestead & Agricultural Aid (HACA)	12,897	23,870	23,000	0	23,000	23,000	
Taconite Production Tax	2,077	0	0	0	0	0	
Mobile Home Homestead Credit	0	0	0	52	0	0	
Agricultural Market Value Credit	240	420	400	340	400	400	
Town Aid	3,476	1,781	1,800	5,655	1,800	1,800	
LGR Grants & Aids from Local Gov't	0	1,780	0	0	0	0	
Fire Relief - Misc. Donations	0	0	0	1,000	0	0	
Donations & Other Misc.	0	609	0	0	0	0	
Transfer Station Receipts	2,334	1,827	2,000	1,360	2,000	2,000	
Cemetery Revenues	4,550	6,450	1,000	8,150	4,000	4,000	
Miscellaneous Revenue	774	8,030	0	576	1,000	1,000	
Interest Earning	4,856	238	5,000	2,652	1,000	5,000	
Sale of Timber Proceeds	5,000	14,161	0	0	0	0	
Donations - Town Hall	200	635	0	546	500	500	
Transfers from other Funds	88,075	0	0	0	0	0	
Sales of General Fixed Assets	0	0	0	400	0	0	
<b>Total Revenues:</b>	<b>324,815</b>	<b>496,296</b>	<b>207,400</b>	<b>558,481</b>	<b>245,400</b>	<b>243,900</b>	
<b>Disbursements</b>							
Council/Town Board	\$12,324	\$13,207	\$13,500	\$13,127	\$13,500	\$13,500	
PERA Contributions	\$3,638	\$3,687	\$4,200	\$3,604	\$4,000	\$4,000	
Payroll Taxes	\$6,416	\$6,728	\$7,000	\$6,097	\$7,000	\$7,000	
Workers Compensation Insurance Premiums	\$0	\$0	\$0	\$1,537	\$1,537	\$1,537	Added premium based on 2022 actual
Office Supplies	\$6,949	\$6,660	\$6,000	\$4,881	\$6,000	\$6,000	
Training	\$0	\$190	\$1,200	\$1,279	\$1,000	\$1,200	
Bank Fees	\$920	\$1,078	\$500	\$1,045	\$1,000	\$1,000	
Fuel Expense	\$0	\$0	\$0	\$143	\$0	\$0	Assume 2022 is coding error
Repaires & Maintenance - Expenses	\$89	\$5,459	\$5,000	\$2,766	\$5,000	\$5,000	
Professional Services - Audit & Accounting	\$0	\$0	\$5,000	\$0	\$0	\$0	
Professional Services - Engineering	\$0	\$0	\$0	\$0	\$1,000	\$1,000	
Professional Services - Legal	\$1,302	\$1,358	\$1,000	\$4,454	\$6,000	\$3,000	
Professional Services - Cleaning	\$1,586	\$798	\$2,000	\$803	\$2,000	\$2,000	
Professional Services - Payroll Processing	\$3,111	\$2,359	\$4,500	\$3,467	\$4,500	\$4,500	
Communications - Telephone	\$3,761	\$2,700	\$4,000	\$2,453	\$3,000	\$3,000	
Travel Expense	\$1,415	\$2,062	\$2,000	\$3,352	\$3,000	\$3,000	
Advertising	\$502	\$781	\$500	\$345	\$1,000	\$1,000	
Association Fees	\$809	\$810	\$1,200	\$795	\$1,000	\$1,000	
Insurance - General Liability	\$0	\$1,580	\$0	\$0	\$1,500	\$1,500	
Insurance - Property	\$3,723	\$3,967	\$4,500	\$3,261	\$4,500	\$4,500	
Insurance - Life	\$1,205	\$0	\$0	\$0	\$1,200	\$1,200	
Utility Services - Electric	\$2,437	\$957	\$3,000	\$929	\$7,750	\$7,750	
Utility Services - Gas	\$2,189	\$784	\$3,000	\$3,175	\$6,150	\$6,150	
Mowing	\$1,100	\$683	\$1,500	\$900	\$1,200	\$1,200	
Snow Removal	\$1,740	\$0	\$1,500	\$2,400	\$2,500	\$2,500	
Annual Meeting Moderator Stipend	\$0	\$0	\$0	\$25	\$25	\$25	
Wages & Salaries - Election Judges	\$2,382	\$0	\$1,600	\$2,011	\$100	\$3,200	Increased rate to \$19/hour
Wages & Salaries - Clerk & Treasurer	\$19,029	\$19,233	\$20,000	\$17,738	\$20,000	\$20,000	
General Government Sub-Total	\$76,627	\$75,081	\$92,700	\$80,587	\$105,462	\$105,762	
CARES Disbursements	\$44,300	\$0	\$0	\$0	\$0	\$0	
ARPA Disbursements	\$0	\$0	\$0	\$13,956	\$45,000	\$31,000	Spend for balance of ARPA funds
Police Administration	\$56,585	\$61,203	\$64,285	\$64,285	\$66,213	\$68,000	3% incr. vs. 2023. Contract expires in 2023
Transfer Station - Wages	\$2,897	\$2,987	\$0	\$0	\$0	\$0	
Transfer Station - Professional Services	\$0	\$3,331	\$3,500	\$6,997	\$3,500	\$3,500	Wages & Taxes for Attendant
Transfer Station - Trash Removal	\$2,523	\$2,376	\$2,800	\$4,582	\$4,000	\$4,000	
Transfer Station - Recycling	\$3,812	\$0	\$0	\$0	\$0	\$0	
Transfer Station - Brush Burn	\$600	\$900	\$1,000	\$800	\$1,000	\$1,000	
Transfer Station - Sales Tax	\$177	\$228	\$200	\$178	\$200	\$200	
Transfer Station Sub-Total	\$10,009	\$9,822	\$7,500	\$12,557	\$8,700	\$8,700	
Cemetery - Professional Services	\$2,745	\$2,827	\$4,000	\$4,514	\$5,000	\$5,000	
Cemetery Mowing	\$2,325	\$1,200	\$1,500	\$6,050	\$1,500	\$1,500	
Cemetery Maintenance	\$19	\$0	\$0	\$450	\$0	\$0	
Cemetery Burial Expense	\$50	\$200	\$1,000	\$7,559	\$1,000	\$1,000	Assumed 2022 included equipment purchase
Cemetery Equipment	\$0	\$0	\$3,000	\$0	\$0	\$0	
Cemetery Miscellaneous	\$0	\$1,200	\$1,485	\$189	\$0	\$0	
Cemetery Sub-Total	\$5,139	\$5,427	\$10,985	\$18,762	\$7,500	\$7,500	
<b>Total Disbursements:</b>	<b>\$192,660</b>	<b>\$151,533</b>	<b>\$175,470</b>	<b>\$190,147</b>	<b>\$232,875</b>	<b>\$220,962</b>	
<b>Total Disbursements &lt; ARPA Disbursements</b>				<b>\$176,191</b>	<b>\$187,875</b>	<b>\$189,962</b>	
						<b>1.1%</b>	

**NOTES on 2023 Budget:**

1. Added Worker's Compensation insurance premiums of \$1,537 based on 2022 actual.
2. Added Professional Services - Engineering of \$1,000 for assistance with Road Standard Ordinance and other items.
3. Increased Professional Services - Legal by \$3,000 for P&Z and other ordinance development.
4. Increased Travel Expense by \$1,000 based on 2022 actual.
5. Increased Utility Services - Electric by \$1,600 for TSB/Fire now under single meter.
6. Increased Snow Removal by \$1,000 based on 2022 actual.
7. Added ARPA Disbursements based on approved projects.
8. Increased Transfer Station Trash Removal by \$1,200 based on 2022 actual.

**Total 2023 Budget Change vs. Original Budget: + 10,337**