



**CITY OF NOVI CITY COUNCIL**  
**FEBRUARY 27, 2023**

**SUBJECT:** Approval of a resolution establishing compensation for Election Commission members.

**SUBMITTING DEPARTMENT:** City Clerk

**BACKGROUND INFORMATION:**

The Clerk's Office was recently made aware of a section of Election Law that discusses compensation for members of the Election Commission. After consulting with the City Attorney, it was determined that Council should establish a rate of pay for the citizen members of the Election Commission.

After polling other communities to determine an average rate of pay, we were unable to locate another community that pays their Election Commission members a set amount. The Charter of the City of Novi is unique in that it establishes the members of the Election Commission as the City Clerk and two registered voters appointed by City Council. Election Commission members in other communities are Trustees, Attorney, Assessor, or other department heads who are already receiving compensation from their municipality. In the attached resolution, the suggested rate of pay for Election Commission members is \$30 per hour, which is the same amount that members of our Board of Review are paid.

**RECOMMENDED ACTION:** Approval of a resolution establishing compensation for Election Commission members.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

**RESOLUTION AUTHORIZING CONVEYANCE OF CITY PROPERTY**  
**ELECTION COMMISSION COMPENSATION**

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on \_\_\_\_\_, 2023, at 7:00 p.m.

PRESENT: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

**WHEREAS**, the City is required by Michigan Election Law, Public Act 116 of 1954, ("Act 116"), specifically MCL 168.25 to have a Board of City Election Commissioners to perform election duties under Act 116; and,

**WHEREAS**, Section 3.4 of the Novi Charter provides that the City Election Commission consists of the City Clerk and two (2) members appointed by City Council; and,

**WHEREAS**, Act 116 in MCL 168.28 requires that persons charged with duties in connection with the conduct of primaries, elections, canvassing or returns and recounts must receive compensation as is determined by the legislative body of the City; and,

**WHEREAS**, the City Clerk receives compensation from the City for performing all duties of Clerk, including elections, while the two members appointed by City Council to the City Election Commission are not currently receiving compensation; and,

**WHEREAS**, the City Clerk recommends that a payment of \$30 per hour as compensation to the 2 appointed members of City Council to the Election Commission is an appropriate amount to provide for the valuable services provided by the appointed Election Commission members.

**NOW THEREFORE, IN CONSIDERATION OF THE FOREGOING, IT IS RESOLVED:**

1. That City Council has determined that the two appointed members to the City Election Commission shall receive \$30 per hour as compensation for their duties consistent with the requirements of by Act 116.

2. The City Administration is authorized to take all actions necessary to provide the payment provided in this Resolution for services rendered by the Election Commission members after the effective date of this Resolution.

**AYES:**

**NAYS:**

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Cortney Hanson, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this \_\_\_\_ day of \_\_\_\_\_, 2023, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

\_\_\_\_\_  
Cortney Hanson, City Clerk  
City of Novi

**MICHIGAN ELECTION LAW (EXCERPT)**  
**Act 116 of 1954**

**168.28 Boards of election commissioners and boards of canvassers; compensation.**

Sec. 28. Members of the various boards of election commissioners and any other person charged with duties in connection with the conduct of primaries, elections, canvassing of returns, and recounts must receive compensation as is determined by the legislative body of this state, the county, the city, the township, or the village, as applicable. The county board of commissioners shall consult with the county clerk to determine the compensation for the board of county canvassers and any assistants employed by the county board of canvassers.

**History:** 1954, Act 116, Eff. June 1, 1955;—Am. 2018, Act 614, Eff. Mar. 28, 2019.

**Popular name:** Election Code