

Resolution to Establish Township Officers Salary  
(No annual meeting)

WHEREAS, pursuant to MCLA 41.95 (3), which provides that 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 board of Clinton Township deems it desirable to adjust the salary of the township,

**Treasurer**

To ensure that compensation for this position remains equitable and commensurate with the duties of said office now,

THEREFORE BE IT RESOLVED, that as of April 1, 2023, the salary for the Clinton Township Treasurer office shall be \$25,993.36 annual to be paid at \$2,166.11 per month (No Changes)

This salary is non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed.

The foregoing resolution offered by *Steffens*  
Supported by *Couture*

Upon a roll call vote:

Trustee- Couture *yes* Trustee- Murphy *yes*

Supervisor -Greenleaf *yes* Clerk -Steffens *yes*

Treasurer -Thompson --abstain

The Supervisor declared the resolution

Joann Steffens, Clerk

*Joann Steffens*  
*3/13/2023*

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Deputy Treasure

To ensure that compensation for this position remains equitable and commensurate with the duties of said office now,

THEREFORE BE IT RESOLVED that as of April 1, 2023, the salary for the Clinton Township Deputy Treasure office shall be \$8,505.65 annual to be paid at \$708.80 per month (No Changes)

This salary in non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed

The foregoing resolution offered by *Steffens*  
Supported by *Murphy*

Upon a roll call vote:

Trustee- Couture -abstain

Trustee- Murphy *yes*

Supervisor -Greenleaf *yes* Clerk -Steffens *yes*

Treasurer -Thompson *yes*

The Supervisor declared the resolution

Joann Steffens, Clerk

*Joann Steffens*  
*3/13/2023*

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WHEREAS, the board of Clinton Township deems it desirable to adjust the salary of the township

CLERK, create checks and reports for Clinton Township (general and fire), Clinton Township Public Library (general and capital projects), Riverside and Aten Cemetery (general and perpetual care). Prepare for the Clinton Township, National, State, Village of Clinton and Clinton Community Schools elections and attend non-board meetings as directed by the board. to ensure that compensation for this position remains equitable and commensurate with the duties of said office, now

THEREFORE BE IT RESOLVED, that as of April 1, 2023 the salary for the Clinton Township Clerk office shall be \$21,033.79 annual to be paid at \$1,752.82 per month.

This salary in non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed

The foregoing resolution offered by Murphy

Supported by Couture

Upon a roll call vote:

Supervisor Greenleaf yes Trustee Couture yes

Treasure Thompson yes Trustee Murphy yes

Clerk Steffens-abstain

The supervisor declared the resolution \_\_\_\_\_

Joann Steffens, Clerk

Joann Steffens  
3/13/2023

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(No annual meeting)

WHEREAS, pursuant to MCLA 41.95 (3), which provides that 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 board of Clinton Township deems it desirable to adjust the salary of the township,

**Deputy Clerk**

To ensure that compensation for this position remains equitable and commensurate with the duties of said office now,

THEREFORE BE IT RESOLVED, that as of April 1, 2023, the salary for the Clinton Township Deputy Clerk office shall be \$12,759.60 annual to be paid at \$1,063.30 per month (No Changes)

This salary is non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed.

The foregoing resolution offered by *Murphy*  
Supported by *Couture*

Upon a roll call vote:

Trustee- Couture *yes* Trustee- Murphy *yes*

Supervisor -Greenleaf *yes* Clerk -Steffens *yes*

Treasurer -Thompson *yes*

The Supervisor declared the resolution

Joann Steffens, Clerk

*Joann Steffens*  
*3/13/2023*

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(No annual meeting)

WHEREAS, pursuant to MCLA 41.95 (3), which provides that 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 board of Clinton Township deems it desirable to adjust the salary of the township

SUPERVISOR, if not certified at the appropriate assessor level and/or is not actively involved in preparing the township assessment roll. Supervisor should attend non-board meetings as directed by the board.

To ensure that compensation for this position remains equitable and commensurate with the duties of said office now,

THEREFORE BE IT RESOLVED, that as of April 1, 2023, the salary for the Clinton Township Supervisor office shall be \$14,271.62 annual to be paid at \$1,189.30 per month (No Changes)

This salary is non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed

The foregoing resolution offered by *Steffens*  
Supported by *Murphy*

Upon a roll call vote:

Trustee- Couture *yes*      Trustee- Murphy *yes*

Supervisor -Greenleaf    abstain      Clerk -Steffens *yes*

Treasurer -Thompson *yes*

The Supervisor declared the resolution

Joann Steffens, Clerk

*Joann Steffens*  
*3/13/2023*

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WHEREAS, pursuant to MCLA 41.95 (3), which provides that 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 board of Clinton Township deems it desirable to adjust the salary of the township BUILDING ADMINISTRATOR,

If not certified at the appropriate assessor level and/or is not actively involved in preparing the township assessment roll, attend non-board meetings as directed by the board to ensure that compensation for this position remains equitable and commensurate with the duties of said office, now

THEREFORE BE IT RESOLVED that as of April 1, 2023, the salary for the Clinton Township Building Administrator office shall be \$5,315.75 annual to be paid at \$442.97 per month. (No Changes)

This salary is non-negotiable and is capped for three years. April 1, 2026 is the first date salary can be changed.

The foregoing resolution offered by Steffens  
Supported by Murphy

Upon a roll call vote:

Supervisor Greenleaf yes Trustee Couture-abstain

Clerk Steffens yes Trustee Murphy yes

Treasurer Thompson yes

The Supervisor declared the resolution -

Joann Steffens-Clerk

Joann Steffens  
3/13/2023

Resolution No 25-6

Clinton Township Board Resolution for Compensation for Ordinance Officer Dennis Scott  
for Fiscal Year 2025-2026

WHEREAS, the Clinton Township Board of Trustees acknowledges the vital role of Ordinance Officer Dennis Scott in enforcing local ordinances and ensuring the health, safety, and welfare of the community; and

WHEREAS, the Board recognizes the need to establish a fair and transparent compensation structure for Officer Scott for the upcoming fiscal year; and

WHEREAS, it is understood that Ordinance Officer Dennis Scott will perform his duties while working under the guidance of the Township Supervisor to ensure effective enforcement and adherence to township policies; and

WHEREAS, the proposed compensation structure for Ordinance Officer Dennis Scott for the fiscal year April 15, 2025, to March 31, 2026, includes the following terms:

1. A rate of \$60 per response, which includes all necessary paperwork.
2. A rate of \$25 per hour for attending court.
3. A rate of \$25 per hour for assisting with property cleanup efforts.

NOW, THEREFORE, BE IT RESOLVED that the Clinton Township Board of Trustees hereby establishes the compensation structure for Ordinance Officer Dennis Scott as outlined above, effective for the fiscal year April 15, 2025, to March 31, 2026.

BE IT FURTHER RESOLVED that the Township Clerk shall take all necessary actions to implement this compensation structure, including budget adjustments as needed.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its adoption.

The Foregoing resolution offered by Kovalski Supported by Greenleaf

Upon Roll Call vote, the following voted **"Yes"**

Kovalski- Yes Scott- Refrained Murphy-Yes Greenleaf-Yes Couture-Yes

Motioned Passed

Township Supervisor Walter Murphy

Township Clerk Kim Scott

Date April 14, 2025

*Walter Murphy*  
*Kim Scott*

**CLINTON TOWNSHIP BOARD RESOLUTION**  
**Resolution to Establish Compensation for FOIA Coordinator**

**Resolution No. 2025- Adopted: May 12. 2025**

**WHEREAS**, the Michigan Freedom of Information Act (FOIA), Public Act 442 of 1976, as amended, requires public bodies to designate a FOIA Coordinator to accept and process requests for public records; and

**WHEREAS**, the Clinton Township Board previously designated a FOIA Coordinator to fulfill the responsibilities required under the Act; and

**WHEREAS**, the Township recognizes the importance of fairly compensating the FOIA Coordinator for time spent processing FOIA requests, maintaining compliance, and fulfilling statutory duties; and

**WHEREAS**, the Township desires to establish a consistent method of compensation for the FOIA Coordinator, either on an hourly or a monthly basis.

**NOW, THEREFORE, BE IT RESOLVED**, that the Clinton Township Board hereby establishes compensation for the FOIA Coordinator as follows:

1. **Compensation Method:** The FOIA Coordinator shall be compensated on the following basis (select one):
  - ☒ **Hourly** at a rate of \$ 35.00 per hour for time reasonably spent fulfilling FOIA duties.
  - ☐ **Monthly** at a fixed rate of \$ \_\_\_\_\_ per month.
2. **Effective Date:** This compensation shall take effect beginning on [Insert Date].
3. **Budget and Reporting:** Compensation shall be paid from the appropriate Township department budget, and the FOIA Coordinator shall submit time records (if paid hourly) or monthly summaries (if paid monthly) documenting work completed under FOIA responsibilities.
4. **Review and Adjustment:** The compensation structure may be reviewed and adjusted by the Township Board annually or as needed.

**BE IT FURTHER RESOLVED**, that all resolutions or parts of resolutions in conflict herewith are hereby repealed.

**Roll Call Vote:**

Yeas: 4

Nays: 0

Abstained: 1

**CERTIFICATION**

I, the undersigned Clerk of Clinton Township, certify that this resolution was adopted at a regular/special meeting of the Township Board held on May 12. 2025, with a quorum present.

Clinton Township Clerk

Kim Scott



Clinton Township Supervisor

Walter Murphy

