

## AGENDA REPORT

TO: Mayor & City Commission  
FROM: Diane Lyon, City Clerk  
DATE: September 28, 2022  
RE: Set Election Inspector Compensation

For the Agenda of October 3, 2022

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Background. Chapter 4, Section 4.10 of the City Charter (att'd) provides that the compensation of election personnel shall be determined in advance of an election by the City Commission. The City's last election inspector wage rate increase occurred in July 2018. At that time the election chair's wage was approved at \$14.00 per hour; \$12.00 per hour for the precinct vice chairperson; and \$11.00 per hour for all other election inspectors

Election Chairpersons are responsible for oversight of the AVCB & polling locations; the accuracy of election results; the completeness of paperwork; to safeguard voting materials; to maintain the order and security of elections; to protect the integrity of elections; and they are typically required to work a minimum 16-hour day (or longer if necessary). The Election Vice Chair is required to fulfill the duties of the Election Chair at the polls during their absence for breaks, lunch, or assisting with the needs of voters. All election personnel are required to assist in setup of the polling location the day before the election, assist voters on election day, and contend with election issues as required under State and Federal law.

Today's elections have become more technologically complex and election security requirements have increased. The education requirements for election inspectors have been amplified over the years and there are continued and expanding health and safety risks, thus, I am proposing the following wage increase for election inspectors: Election Chair, \$15.00 per hour; Vice Chair, \$13.00 per hour; Election Inspector, \$12.00 per hour.

In order to retain qualified and knowledgeable inspectors in the City and attract new inspectors it is important that we offer competitive wages. The City's Election Commission will meet at 9:00 am on October 3, 2022 to consider the proposed wage increase and provide a recommendation to the City Commission.

Issues & Questions Specified. Should the City Commission approve the new wage scale for the election inspectors?

Alternatives.

1. Approve the new wage scale.
2. Approve the wage scale with modifications.
3. Do not approve the wage scale.
4. Table the matter for further consideration and/or deliberation.

Financial Impact. Less than \$300.00 for the November 8, 2022 General Election. Funds are available and have been budgeted to support the revised wage scale.

Recommendation. I recommend that the City Commission approve the new wage scale for election inspectors by adoption of Resolution 2022-091.

Attachments.

1. Chapter 4, Section 4.10 City Charter.
2. Resolution 2022-091.

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**Section 4.10. Election commission.**

An election commission is hereby created, consisting of the clerk, the mayor, and the city attorney. The clerk shall be chairman. The commission shall have charge of all activities and duties required of it by state law and this charter relating to the conduct of elections in the city. The compensation of election personnel shall be determined in advance by the city commission. In any case where election procedure is in doubt, the election commission shall prescribe the procedure to be followed.

State law reference(s)—Boards of city election commissioners, MCL 168.25.

**RESOLUTION 2022-091**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AN INCREASE IN ELECTION INSPECTOR COMPENSATION.**

**WHEREAS**, Chapter 4, Section 4.10 of the City Charter provides that the compensation of election personnel shall be determined in advance of an election by the City Commission; and

**WHEREAS**, election inspectors are trained and certified in Michigan Election Law to oversee each election, ensure completeness and accuracy of paperwork, safeguard voting materials, maintain safety and order in the polls, and to protect the integrity of elections; and

**WHEREAS**, the work of election inspectors has become more technologically complex, security requirements have increased and said workers are exposed to health and safety risks during city elections; and

**WHEREAS**, the City of Clare desires to compensate their inspectors at a rate commensurate with the work they perform;

**NOW THEREFORE BE IT RESOLVED THAT** the Clare City Commission hereby approves an increase in the hourly compensation rate for the precinct chairperson to be \$15.00 per hour; \$13.00 per hour for the precinct vice chairperson; and \$12.00 per hour for all other election inspectors; and

**ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.**

**The Resolution was introduced by Commissioner \_\_\_\_\_ supported by Commissioner \_\_\_\_\_.  
The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 3<sup>rd</sup> day of October, 2022.

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Diane Lyon, City Clerk