

**MUNISING TOWNSHIP  
NON-STATUTORY DUTY PAY POLICY**

“The laws state that a township official may serve as a township employee with or without compensation; no statute requires that a township official be compensated for additional services. However, because additional services must, by definition, be outside the statutory duties of an official’s office, the salary of the office does not cover those additional services. A township board may authorize a township official to be compensated for performing additional services. The additional services should be specified by the board in a job description, and the compensation should be established and authorized before the additional duties are performed” (MTA).

Munising Township Board is paid a salary for each elected position. Additional, **non-statutory** duties that a board member performs is paid an hourly rate. The hourly rate is set by the Board.

Example of additional duties: Manage township website, FOIA Coordinator, Blight Enforcement Officer, Noise Enforcement Officer, etc.

The test will be, could Munising Township hire someone else to perform the duty.