



# TUSCOLA COUNTY

## Committee of the Whole

### MEETING AGENDA

Monday, November 14, 2022 – 8:00 AM

H.H. Purdy Building Board Room, 125 W. Lincoln St., Caro, MI 48723

**Public may participate in the meeting electronically:**  
**Join by phone:** (US) +1 929-276-1248 PIN:112 203 398#  
**Join by Hangouts Meeting ID:** [meet.google.com/mih-jntr-jya](https://meet.google.com/mih-jntr-jya)

8:00 AM Call to Order - Chairperson Bardwell  
Roll Call - Clerk Fetting

Page

#### County Updates

#### New Business

1. Mosquito Abatement Materials - Larry Zapfe, Mosquito Abatement Director  
[Mosquito Abatement Request for Materials](#) 3 - 4
2. Sheriff's Department Part-Time Corrections Deputy Appointment  
[Sheriff's Department - New Hires](#) 5
3. Sheriff's Department Part-Time Corrections Deputy Appointment
4. Request to Use the Courthouse Lawn  
[Request to use the Courthouse Lawn](#) 6

#### Old Business

#### Finance/Technology

Committee Leader **Commissioner Young** and Commissioner DuRussel

##### Primary Finance/Technology

1. 2023 Budget Additional Department Wage/Position Requested Review  
[Elected Officials - Deputy Salary Comparisons](#) 7 - 9

[Elected Officials Salary County Comparisons  
Top 30 Positions with 2023 Request](#)

2. 2023 Indirect Cost Comparison 10 - 14  
[Indirect Cost 2020 and 2023](#)  
[Special Voted Indirect Cost to Millage Revenue](#)  
[Special Voted Millage Fund Balance Breakdown](#)  
[Voted Millage Indirect Cost Details](#)  
[Suggested 2023 Indirect Cost Budget Updates](#)

**On-Going and Other Finance**

**On-Going and Other Technology**

**Building and Grounds**

Committee Leader **Commissioner DuRussel** and Commissioner Grimshaw

**Primary Building and Grounds**

1. Stained Glass Window Update - Mike Miller, Director of Buildings  
and Grounds

**On-Going and Other Building and Grounds**

**Personnel**

Committee Leader **Commissioner Grimshaw** and Commissioner Vaughan

**Primary Personnel**

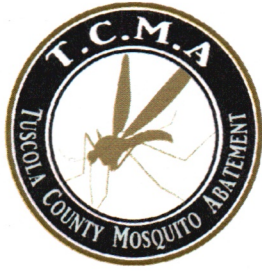
**On-Going and Other Personnel**

**Other Business as Necessary**

1. Caro Center Update 15 - 18  
[2021-01-18-Caro Axon NE-Feature-1024x512](#)  
[Caro Psychiatric Hospital - Granger Construction Company](#)

**Public Comment Period**

**Adjournment**



## TUSCOLA COUNTY MOSQUITO ABATEMENT

1500 Press Drive  
Caro, Michigan 48723-9291  
989-672-3748 Phone ~ 989-672-3724 Fax  
*Larry Zapfe, Director*

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To: Tuscola County Board of Commissioners,  
Clayette Zechmeister – Controller/Administrator

From: Larry Zapfe, Director

Date: November 14, 2022

Re: Request to make early purchase of mosquito control insecticide material for upcoming 2023 season.

Due to petroleum based mosquito control products and the concern of rising cost in petroleum, I respectfully request the Board of Commissioners consider an early purchase of Kontrol 4-4 prior to the 4 district insecticide bid in mid-January 2023. This request, if approved, could potentially save the county money versus waiting until January of 2023. Availability remains a concern as well. After communicating with our vender, Vesperis, they have agreed to hold 15 totes of Kontrol 4-4 until the board reaches a decision on November 17th. Kontrol 4-4 is the current product used in Tuscola County and the other 3 mosquito districts.

### Cost Breakdown of Kontrol 4-4

- 15 totes available at a cost of \$5,588.52 each. For a total of \$83,827.80
- 275 gallons in a tote x 15 available = 4,125 gallons
- \$83,827.80 total cost ÷ 4,125 gallons = \$20.32 a gallon

The cost of this purchase is available and would be deducted from the 2022 budget. If approved, I would respectfully request the current 2022 budget be amended accordingly with the following line items transferred to 240-100-750 Abatement Material that currently has a balance of \$52,779.60.

#240-100-747 Gas, Oil, Grease, \$4,902.77

#240-100-970.030 ULV Sprayers \$4,102.34

#240-100-970.070 Spreaders, Sprayers, Foggers \$7,000.00

#240-100-970.090 Light Traps/Biology Supplies \$3,000.00

#240-100-970.160 Tire Clean Up \$7,951.50

#240-100-727.000 Supplies, Printing, Postage \$4,091.59

Sub Total: \$31,048.20

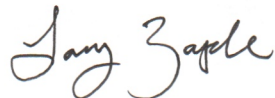
Plus 240-100-747 Abatement Material \$52,779.60

Total: \$83,827.80

The price does include shipping cost.

Thank you for your time and consideration.

Respectfully,

A handwritten signature in black ink that reads "Sam Zapke". The signature is written in a cursive, flowing style.



Tuscola County

Clayette Zechmeister <zclay@tuscolacounty.org>

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## New Hires

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**Robert Baxter** <rbaxter@tuscolacounty.org>

Wed, Nov 9, 2022 at 7:28 AM

To: Shelly Lutz <lutzs@tuscolacounty.org>

Cc: Christy Poulos <cpoulos@tuscolacounty.org>, Clayette Zechmeister <zclay@tuscolacounty.org>

Request to approve the recommendation to hire Nicholas Romzek for an open part-time corrections position. His background investigation, physical & drug test have been completed. He will have a part-time wage of \$18.97 per hour. Start date and scheduling to commence upon board approval.

Request to approve the recommendation to rehire Cody Neuville (previous full-time corrections employee, resigned in good standing 4/12/2022) for an open part-time corrections position. His background investigation, physical & drug test have been completed. He will have a part-time wage of \$18.97 per hour. Start date and scheduling to commence upon board approval.

**Undersheriff Robert E. Baxter**  
**Tuscola County Sheriff Administration**  
**420 Court St**  
**Caro, MI 48723**  
**989-673-8161 ext 2225**  
**Fax: 989-673-8164**

 [Like Us on Facebook](#)

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11-7-22

Dear Commissioners,

The Caro Womens Interfaith Committee for Christmas, once again, request the use of the Courthouse lawn to display their Nativity Scene.

It will be displayed from Saturday November 26, 2022 thru Saturday January 7, 2023.

Thank you for your attention in this matter.

Respectfully Submitted,  
Marsha Perry  
Chairman  
989-673-2997

## Elected Official Deputy Wage Percentage Difference

### 2022 Current

	Deputy/Chief		Difference	% Difference	% of Elected
	Salary	Asst			
ROD	65,969	41,750	24,220	36.71%	63.29%
Treasurer	65,969	40,268	25,702	38.96%	61.04%
Clerk	65,969	39,878	26,092	39.55%	60.45%
Drain Commissioner	65,969	41,750	24,220	36.71%	63.29%
Sheriff	82,510	72,338	10,171	12.33%	87.67%
Prosecutor	103,683	82,430	21,253	20.50%	79.50%

### 2023 Proposed 5% Increase

	Deputy/Chief		Difference	% Difference	% of Elected
	Salary	Asst			
ROD	69,268	43,837	25,431	36.71%	63.29%
Treasurer	69,268	42,281	26,987	38.96%	61.04%
Clerk	69,268	41,871	27,396	39.55%	60.45%
Drain Commissioner	69,268	43,837	25,431	36.71%	63.29%
Sheriff	86,635	75,955	10,680	12.33%	87.67%
Prosecutor	108,867	86,552	22,315	20.50%	79.50%

## Elected Officials County Comparisons

	SANILAC	BRANCH	TUSCOLA	HURON	BARRY	CASS	Average
<b>POPULATION (2020)</b>	41,179	43,428	52,683	31,105	61,045	51,613	
<b>TOWNSHIPS</b>	26	16	23	28	15	15	
<b>VILLAGES</b>	9	3	9	8	4	4	
<b>CITIES</b>	4	2	2	3	1	1	
<b>CLERK WAGES (2022)</b>	\$ 64,154	\$ 65,315	\$ 65,969	\$ 68,558	\$ 76,247	\$ 79,372	\$ 69,936
<b>TREASURER WAGES</b>	\$ 63,214	\$ 65,399	\$ 65,969	\$ 68,558	\$ 73,870	\$ 77,716	\$ 69,121
<b>SHERIFF WAGES</b>	\$ 79,758	\$ 86,912	\$ 82,510	\$ 79,691	\$ 95,805	\$ 89,000	\$ 85,613
<b>Difference Clerk/Treas</b>							
<b>to Sheriff</b>	\$ (15,604)	\$ (21,597)	\$ (16,541)	\$ (11,133)	\$ (19,558)	\$ (9,628)	\$ (15,677)



2022 Salaries with Proposed 5% increases for 2023 and Additional Department Request

		Current 2022	Proposed 2023 w/5%	Department Request	Requested Above Proposed
1	PROSECUTING ATTORNEY	\$ 103,683	\$ 108,866.89		
2	CONTROLLER/ADMINISTRATOR	\$ 95,876	\$ 100,669.67		
3	MAGISTRATE/REFEREE	\$ 94,848	\$ 99,590.86		
4	COURT ADMINISTRATOR	\$ 91,260	\$ 95,823.19		
5	MANAGED ASSIGNED COUNCIL	\$ 90,012	\$ 94,512.60		
6	SHERIFF	\$ 82,510	\$ 86,635.21	6%	\$ 91,833.32
7	CHIEF ASST PROS	\$ 82,430	\$ 86,551.78		
8	FOC	\$ 82,400	\$ 86,520.00		
9	DIRECTOR/ATTORNEY	\$ 82,400	\$ 86,520.00		
10	IT DIRECTOR	\$ 78,872	\$ 82,815.16		
11	EQUALIZATION DIRECTOR	\$ 77,740	\$ 81,626.79		
12	FOC REFEREE	\$ 75,964	\$ 79,762.37		
13	TRSC CASE MANAGER	\$ 74,100	\$ 77,805.00		
14	ASSISTANT PROSECUTOR	\$ 74,057	\$ 77,759.93		
15	ASSISTANT PROSECUTOR	\$ 74,057	\$ 77,759.93		
16	ASSISTANT PROSECUTOR	\$ 74,057	\$ 77,759.93		
17	UNDERSHERIFF	\$ 72,338	\$ 75,955.05	6%	\$ 80,512.35
18	DIRECTOR BUILDING & GROUNDS	\$ 71,259	\$ 74,822.13		
19	LIEUTENANT	\$ 69,909	\$ 73,404.24		
20	LT/JAIL ADMINISTRATOR	\$ 68,702	\$ 72,137.52		
21	SERGEANT-ROAD PATROL	\$ 67,330	\$ 70,696.08		
22	SERGEANT-ROAD PATROL	\$ 66,456	\$ 69,778.80		
23	TREASURER	\$ 65,969	\$ 69,267.67	16.50%	\$ 80,696.84
24	CLERK	\$ 65,969	\$ 69,267.67	16.50%	\$ 80,696.84
25	REGISTER OF DEEDS	\$ 65,969	\$ 69,267.67		
26	DRAIN COMMISSIONER	\$ 65,969	\$ 69,267.67		
27	CERTIFIED DEPUTY	\$ 65,229	\$ 68,490.24		
28	SERGEANT	\$ 65,229	\$ 68,490.24		
29	CHIEF PROBATION OFFICER	\$ 63,965	\$ 67,163.08		
30	DEPUTY COURT ADMIN	\$ 63,193	\$ 66,352.58		

Potential New Positions Requested		(Wages Only)			
Full time Law Clerk	\$ 28,000		\$ 53,000	\$ 25,000	
Full time Pre Trial Services Clerk	\$ -		\$ 53,000	\$ 53,000	
Full Time Court Records Clerk	\$ -		\$ 35,236	\$ 35,236	

## 2020 to 2023 Indirect Cost Comparisons

### Incoming General Fund Revenue from Indirect Costs

GL NUMBER	DESCRIPTION	2020 Actual Indirect Costs	2021 Actual Indirect Costs	2022 Actual Indirect Costs	2023 Budget Indirect Costs	2022-2023 Changes	2023 Fund Budget	10% De Minimus (1)	CAP Plan to 10% De Minimus
Revenues									
Dept 000 - CONTROL									
101-000-699.207	INDIRECT COSTS - ROAD PATROL	68,368.00	91,105.00	44,965.00	59,488.00	14,523.00	3,209,044.00	320,904.40	261,416.40
101-000-699.230	INDIRECT COSTS-RECYCLING	42,573.00	33,968.00	15,268.00	76,488.00	61,220.00	376,074.00	37,607.40	(38,880.60)
101-000-699.240	INDIRECT COST - MOSQUITO	84,295.00	93,478.00	25,262.00	62,497.00	37,235.00	1,248,071.00	124,807.10	62,310.10
101-000-699.279	INDIRECT COST VOTED MSU	1,408.00	1,140.00	610.00	697.00	87.00	169,123.00	16,912.30	16,215.30
101-000-699.295	INDIRECT COST VOTED VET	8,482.00	9,283.00	7,950.00	3,735.00	(4,215.00)	380,141.00	38,014.10	34,279.10
101-000-699.297	INDIRECT COST - SENIOR CITIZENS FND	7,197.00	8,697.00	4,707.00	5,826.00	1,119.00	734,367.00	73,436.70	67,610.70
101-000-699.298	INDIRECT COST - MEDICAL CARE FAC	1,452.00	1,973.00	1,463.00	1,051.00	(412.00)	713,695.00	71,369.50	70,318.50
TOTAL REVENUES		213,775.00	239,644.00	100,225.00	<b>209,782.00</b>	109,557.00	6,830,515.00	<b>683,051.50</b>	473,269.50

*(1) De Minimus Calculations are at 100% of Expenses. Actual rules will exclude certain expenses.*

*Those rules are not identified at this time.*

*Voted Veterans Change is due to space being a direct charge and not an indirect charge moving forward.*

**2023 Percent of Indirect Cost on Special Millages Tax Revenue**

DESCRIPTION	12-31-22	12-31-22	TOTAL Fund Balance	2023 TOTAL	2023	2023	2023	
	Estimated Available Fund Balance	Wind Reserves		MILLAGE	INDIRECT COST	% OF TAX REVENUE	Indirect Costs Capped at 5%	
VOTED ROAD PATROL	1,854,968.00	408,882.00	2,263,850.00	2,740,996.00	59,488.00	2.17%	15,753	5%
VOTED PRIMARY ROAD	303,263.00	305,278.00	608,541.00	2,028,290.00	0.00	0.00%		
VOTED RECYCLING	130,967.00	47,418.00	178,385.00	315,050.00	76,488.00	24.28%		
VOTED MOSQUITO	876,056.00	199,663.00	1,075,719.00	1,326,571.00	62,497.00	4.71%		
VOTED MSU	34,178.00	31,613.00	65,791.00	210,034.00	697.00	0.33%		
VOTED VETERANS	16,061.00	53,742.00	69,803.00	357,056.00	3,735.00	1.05%		
VOTED BRIDGE	392,287.00	151,960.00	544,247.00	1,009,630.00	0.00	0.00%		
VOTED SENIOR CITIZENS	4,705.00	97,932.00	102,637.00	672,105.00	5,826.00	0.87%		
VOTED MEDICAL CARE FACILITY	644,056.00	79,031.00	723,087.00	525,083.00	1,051.00	0.20%		
	4,256,541.00	1,375,519.00	5,632,060.00	9,184,815.00	209,782.00	2.28%	15,753	

DESCRIPTION	12-31-22 Estimated Available Fund Balance	2023 TOTAL Revenue Budget	2023 INDIRECT COST	2023 % OF REVENUE	2023	
					General Fund Revenue if Capped at 5%	
INDIRECT COSTS - DISPATCH FUND	778,314.00	1,291,900.00	83,989.00	6.501%	64,595.00	5%
INDIRECT COST - HEALTH DEPT	2,589,674.00	4,626,430.00	18,361.00	0.397%	0.00	0%

**(19,394.00)**

## Special Voted Millage Fund Balance Breakdown

DESCRIPTION	12-31-22 Estimated Available Fund Balance	12-31-22 Wind Reserves	TOTAL Estimated Fund Balance
Revenues			
VOTED ROAD PATROL	1,854,968.00	408,882.00	2,263,850.00
VOTED PRIMARY ROAD	303,263.00	305,278.00	608,541.00
VOTED RECYCLING	130,967.00	47,418.00	178,385.00
VOTED MOSQUITO	876,056.00	199,663.00	1,075,719.00
VOTED MSU	34,178.00	31,613.00	65,791.00
VOTED VETERANS	16,061.00	53,742.00	69,803.00
VOTED BRIDGE	392,287.00	151,960.00	544,247.00
VOTED SENIOR CITIZENS	4,705.00	97,932.00	102,637.00
VOTED MEDICAL CARE FACILITY	644,056.00	79,031.00	723,087.00
	4,256,541.00	1,375,519.00	5,632,060.00

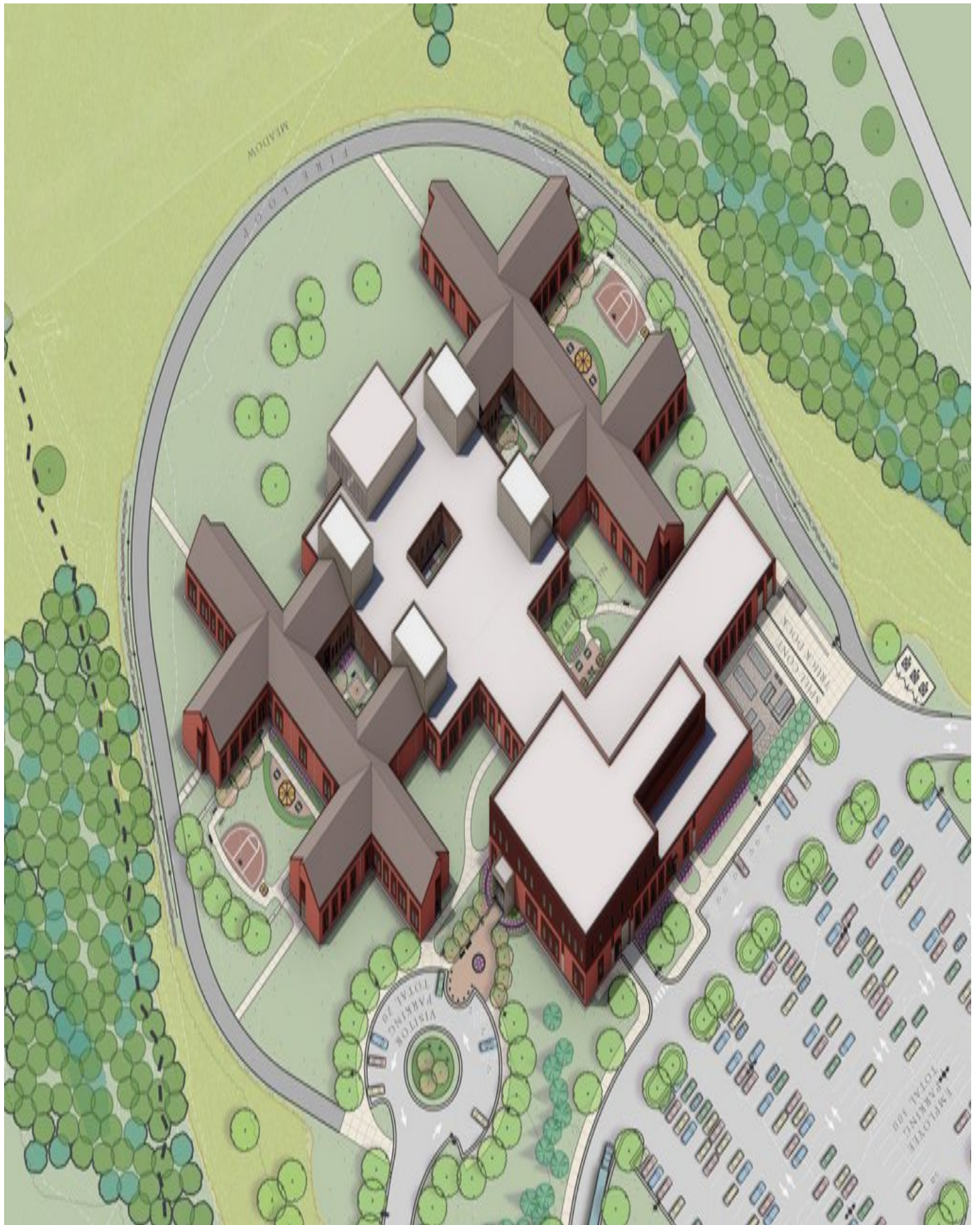
## Voted Millage Indirect Cost Charges by Department for 2023 Budget

Indirect Cost Departments	Road Patrol	Recycling	Mosquito	MSU	Veterans	Senior Citizens	Medical Care Facility
Building Depreciation	\$ -	\$ -	\$ -	\$ 3,858	\$ -	\$ -	\$ -
Equipment Depreciation	\$ -	\$ -	\$ 435	\$ -	\$ -	\$ -	\$ -
101-104 Postage	\$ 267	\$ 7	\$ -	\$ -	\$ -	\$ -	\$ -
101-202 Professional Svcs	\$ 1,142	\$ 753	\$ 638	\$ 90	\$ 146	\$ 161	\$ 80
101-211 Legal Services	\$ 13,677	\$ 2,335	\$ 7,014	\$ 697	\$ 1,171	\$ 2,837	\$ 832
101-215 Clerk	\$ 267	\$ 71	\$ 130	\$ 6	\$ 33	\$ 34	\$ 6
101-223 Controller	\$ 39,802	\$ 10,358	\$ 26,806	\$ 431	\$ 1,387	\$ 1,481	\$ 262
101-253 Treasurer	\$ 3,321	\$ 4,900	\$ 1,769	\$ 732	\$ 873	\$ 918	\$ 703
101-259 Computer Ops	\$ 4,408	\$ 3,998	\$ 20,280	\$ -	\$ -	\$ 19	\$ -
101-265 Building & Grnds	\$ -	\$ 50,402	\$ 8,839	\$ 30,777	\$ -	\$ -	\$ -
101-266 Human Svcs Bldg Maint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-303 Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-865 Insurance	\$ 1,214	\$ 1,156	\$ 2,657	\$ 607	\$ 125	\$ 318	\$ 89
101-863 Sick & Vaca Fringes	\$ (202)	\$ 2,508	\$ 9,419	\$ -	\$ -	\$ 58	\$ -
	\$ 63,896	\$ 76,488	\$ 77,987	\$ 37,198	\$ 3,735	\$ 5,826	\$ 1,972
Adjust for Direct Space	\$ (4,408)		\$ -	\$ (36,501)			\$ (921)
Carry-Forward			\$ (15,490)	\$ -			
<b>FINAL CHARGED</b>	<b>\$ 59,488</b>	<b>\$ 76,488</b>	<b>\$ 62,497</b>	<b>\$ 697</b>	<b>\$ 3,735</b>	<b>\$ 5,826</b>	<b>\$ 1,051</b>

## SUGGESTED UPDATES TO 2023 INDIRECT COST BUDGET BASED ON NEW CAP PLAN

DESCRIPTION	2023 DRAFT BUDGET	2023 INDIRECT COST	Difference
VOTED ROAD PATROL	44,965	59,488	14,523
FOC	155,750	201,682	45,932
DISPATCH	31,497	83,989	52,492
HEALTH DEPARTMENT	13,528	18,361	4,833
VOTED RECYCLING	15,268	15,753	485
VOTED MOSQUITO	25,262	62,497	37,235
VOTED MSU	610	697	87
VOTED VETERANS	7,950	3,735	(4,215)
VOTED SENIOR CITIZENS	4,707	5,826	1,119
VOTED MEDICAL CARE FACILITY	1,463	1,051	(412)
	\$ 301,000	\$ 453,079	\$ 152,079

\*\*2023 Recycling Capped at 5%





SEARCH SITE 

# Caro Psychiatric Hospital

([https://www.grangerconstruction.com/wp-content/uploads/2021/01/2021-01-18-Caro\\_Axon\\_NE-F1024x512.jpg](https://www.grangerconstruction.com/wp-content/uploads/2021/01/2021-01-18-Caro_Axon_NE-F1024x512.jpg))





Granger Construction was selected as the Construction Management partner by the State of Michigan Department of Technology, Management and Budget (DTMB) and the Department of Health and Human Services to construct a new 100-bed psychiatric hospital in Caro, Michigan.

This new 127,000 SF facility will replace the existing, aging structure, bringing all support services under one roof and better meeting the long-term psychiatric care needs in Michigan.

The project team includes partners from nationally recognized behavioral health designers (Arch+, IDS). Granger has also expanded our network of specialty vendors for this field, including anti-ligature, anti-barricade and behavioral health products. The project will also implement emerging trends of telehealth integration in the facility.

- The majority of the new Caro Psychiatric Hospital will be single-story, with administration and training areas located on a second floor. The facility will also consist of four separate 25-bed patients units, with a downtown zone and two neighborhood spaces in a centralized location that will house various support spaces.
- A central nurse station will be located at the core of each of the patient units, with views down each wing.
- There will also be secure yards provided between each of the two units at each end of the facility, and unsecure yards for staff and patients.
- Four clinical staff and office pods will be located at the connector of each patient wing.
- Medical services and patient intake will be located on the first floor along the main corridor that connects to the downtown zone, while the main entry, family visitation and legal services will be adjacent to medical services.
- the building will be oriented to provide views of the woods, meadows and river to as many patient rooms as possible, while other rooms will have views of the interior garden courtyards.

**LOCATION:**

Caro, Michigan

**COST:**

\$68 million

**SQUARE FOOTAGE:**

127,000

**SERVICE:**

Construction Management (CM)



**START:**

October 2020

**COMPLETION:**

July 2023

**ARCHITECT/ENGINEERS:**

Integrated Design Solutions

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**RELATED:** Dining (<https://www.grangerconstruction.com?s=&industry=32&type=109&ref=filter>), Medical Facility (<https://www.grangerconstruction.com?s=&industry=32&type=61&ref=filter>)

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