



Lower Grand River Watershed Project

Meeting Minutes

PROJECT:	Lower Grand River Watershed	MEETING DATE:	January 22, 2004
SUBJECT:	Technical Subcommittee	MEETING START:	10:30 a.m.
MEETING SITE:	Kent County Service Center - 2nd Floor	MEETING ADJOURN:	11:45 a.m.
PREPARED BY:	Ms. E. Wendy Ogilvie	PROJECT No.:	G02408
ATTENDING:	Mr. Robert Zbiciak - Michigan Department of Environmental Quality (MDEQ) Mr. Steve VanHoeven - Ottawa County Road Commission Mr. Russ Henckel - City of Wyoming Mr. Brad Boomstra - Kent County Drain Commissioner's Office Mr. Scott Conners - City of Walker Mr. Ryan Teelander - Cannon Township Mr. Jim McAllister - Kent County Road Commission Ms. Abigail Matzke - Grand Valley State University (GVSU) - Annis Water Resource Institute (AWRI) Ms. Laurie Beth Nederveld - GVSU - AWRI Mr. James E. Smalligan, P.E. - Fishbeck, Thompson, Carr & Huber, Inc. (FTC&H) Ms. E. Wendy Ogilvie - FTC&H		

1. Welcome and Introduction

Introductions were made around the room, and the agenda and the attendance sheet were distributed.

2. Status of Lower Grand River Watershed (LGRW) Planning Project

Mr. James E. Smalligan, P.E. gave a brief update on the accomplishments of the LGRW project, and the goals and objectives of the Technical Subcommittee in meeting grant requirements.

a. Completion of Watershed Management Plans (WMPs) for Buck Creek and Sand Creek

The Buck Creek WMP was developed through discussions with the Urban and Technical Subcommittee meetings and meetings with the individual communities within the watershed. Ms. E. Wendy Ogilvie provided a copy of the Buck Creek WMP that was approved by the MDEQ on December 30, 2003. Communities were asked to indicate whether they would like a hard, printed copy or a digital copy on a CD. Ms. Ogilvie will send out an e-mail with this request and will fill orders for the plans as received.

The Sand Creek WMP was developed through the Sand Creek Watershed Committee and the Rural Subcommittee of this planning project. Ms. Laurie Beth Nederveld stated that the Sand Creek WMP was also approved by the MDEQ on December 30, 2003. The AWRI will supply copies to the Rural Subcommittee and other upon request.

The approval of the Buck Creek and Sand Creek WMPs enable the watersheds to be eligible for continued funding through state and federal programs.



LAURIE BETH NEDERVELD
(616) 331-3739
nedervla@gvsu.edu



ANDY BOWMAN
(616) 776-3876
bowmana@gvmc.org



WENDY OGILVIE
(616) 464-3915
ewogilvie@ftch.com



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b. Grant Application for Buck Creek, Plaster Creek, and Coldwater River *E. coli* Investigation

Mr. Smalligan stated that a Clean Water Act Section 319 Nonpoint Source Pollution Control (319) grant application was prepared for the Buck Creek, Plaster Creek, and Coldwater River (BPC) Watersheds and a 319 grant application was also prepared by the Rural Subcommittee for the Sand Creek Watershed. The BPC Watersheds contain waters on the MDEQ 303(d) non-attainment list for not meeting water quality standards for *E. coli*. The proposed project would include extensive monitoring to locate the sources of the *E. coli* and demonstration projects highlighting some of the techniques that can be used to control *E. coli* inputs to waters of the state. A copy of the grant application is attached.

3. Tasks Remaining to Complete Grant Requirements

Mr. Smalligan explained that the LGRW planning project is scheduled to end on June 30, 2004. Many tasks need to be accomplished before the end of the grant period.

a. End product

The final product of the grant will be the Lower Grand River WMP. Mr. Smalligan explained that the Lower Grand River WMP will be a guidebook for other subwatersheds and communities in the LGRW to use to continue watershed and storm water management planning. Tools and techniques will be included in the Lower Grand River WMP, along with a demonstration subwatershed and/or community to explain how the steps of the planning process work.

b. Schedule

Mr. Smalligan presented the following schedule for the needed tasks to be completed:

- January - Present concept of WMP components and assign tasks to Technical Subcommittee members for development.
- February - Technical Subcommittee reviews draft of WMP components and sends back to the Urban and Rural Subcommittees.
- March - Technical Subcommittee completes WMP components to present to Steering Committee.
- April - Subcommittees create guidebook on how to use the WMP components for workshops for LGRW communities.
- May - Subcommittees revise and compete draft of entire Lower Grand River WMP according to community and MDEQ comments.
- June - Subcommittees review revisions and submit Lower Grand River WMP to the MDEQ.



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c. Technical Subcommittee Responsibilities

The Technical Subcommittee will be responsible for the **contents** of the information provided for Best Management Practice (BMP) selection and the development of the action plan for implementation. Ms. Ogilvie presented spreadsheets that have been completed in previous meetings of the Urban and Rural Subcommittees to demonstrate what information is needed to create the action plan. The task of completing the spreadsheets to provide the details of the information were assigned as follows:

- Mr. Russ Henckel - Structural BMPs, Pretreatment and Detention/Retention
- Mr. Ryan Teelander - Structural BMPs, Vegetated Treatment, Infiltration, Filtration
- Mr. Scott Conners - Managerial BMPs, Pollution Prevention
- Mr. Brad Boomstra - Managerial BMPs, Source Control, Education and Training
- Mr. Rob Zbiciak - Managerial BMPs, Preservation and Conservation
- Mr. Steve Van Hoeven - Rural BMPs

This information will be used to complete the process of selecting BMPs and developing an action plan for implementation.

4. Lower Grand River WMP

The Lower Grand River WMP is the end product of this planning project. Ms. Ogilvie explained that the Lower Grand River WMP will not be written to the level of detail that the Buck and Sand Creek WMPs were, but will be a planning guide for subwatersheds and communities in the LGRW wishing to develop their own watershed management plan or storm water management plan. The chapters of the Lower Grand River WMP will include:

- Chapter 1 - Assessment of the Watershed
- Chapter 2 - Steps to Create an Action Plan
- Chapter 3 - Information and Education Strategy
- Chapter 4 - Evaluation of the Planning and Implementation Process
- Chapter 5 - Sustainability of the Watershed

The WMP will use examples of either a subwatershed or a community to go through the process of using the tools in the WMP to create an action plan. Workshops held in April will use a guidebook prepared as part of the planning process to illustrate how to use the WMP as a planning tool and how to extract needed information from the WMP.

5. Next Meetings

To complete the tasks in the timeframe allotted for the project, monthly meetings have been scheduled for the Technical Subcommittee. The meetings will be held from 10:30 a.m. to 11:45 a.m. at the Kent County Service Center on the following dates:

- February 19, 2004
- March 18, 2004
- April 15, 2004
- May 20, 2004
- June 17, 2004



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6. Evaluation of Planning Project

Ms. Abigail Matzke presented the evaluation questions developed by the Evaluation Team and asked the representative from the Evaluation Team, Mr. Scott Conners, to serve as the facilitator for the evaluation of the LGRW project and the Technical Subcommittee. Staff members, Mr. Smalligan, Ms. Ogilvie, Ms. Matzke, and Ms. Nederveld, stepped out of the room to allow the members to complete the evaluation. Results of the evaluation process will be sent directly to the Evaluation Team.

7. Adjourn

The meeting was adjourned at 11:45 a.m.

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Attachments
By e-mail

Distribution:

Attendees

Mr. Doug Kadzban - City of East Grand Rapids
Mr. Eric E. Swanson - RMT, Inc.
Mr. Geoffrey Habron - Michigan State University
Mr. Rich Bowman - Trout Unlimited
Ms. Melissa Eldridge - Ionia Conservation District
Mr. Bryan Jennings - Premarc Corporation
Mr. John Hardy - Maple Row Dairy
Mr. Andy Bowman - Grand Valley Metro Council (GVMC)
Mr. Don Stypula - GVMC
Mr. John Koches - GVSU, AWRI
Ms. Janice Tompkins - MDEQ
Mr. Jason E. Buck - FTC&H