



Lower Grand River Watershed Project

MEETING MINUTES

PROJECT: GVMC/Lower Grand River Watershed **MEETING DATE:** January 22, 2004
SUBJECT: Urban Subcommittee Meeting **MEETING START:** 9 a.m.
MEETING SITE: Fishbeck, Thompson, Carr & Huber, Inc. - Grand Rapids Office **MEETING ADJOURN:** 10:30 a.m.
PREPARED BY: Ms. E. Wendy Ogilvie **PROJECT NO.:** G02408
ATTENDING: Mr. Doug Kadzban - City of East Grand Rapids
Mr. Brad Boomstra - Kent County Drain Commissioner's Office
Mr. Jim Beke - City of Kentwood
Mr. Larry Silvernail - Byron Township
Mr. Jim McAllister - Kent County Road Commission
Mr. Russ Henckel - City of Wyoming
Mr. Mike Chesher - City of Grandville
Mr. Ryan Teelander - Cannon Township
Ms. Laurie Beth Nederveld - Annis Water Resource Institute (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

Ms. E. Wendy Ogilvie gave a brief update on the accomplishments of the LGRW project and the goals and objectives of the Urban 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 Subcommittee meetings and meetings with the individual communities within the LGRW. Ms. Ogilvie provided a copy of the Buck Creek WMP that was approved by Michigan Department of Environmental Quality (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 WMPs 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.



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

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. A 319 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

Ms. Ogilvie 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. James E. Smalligan, P.E. 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

Ms. Ogilvie presented the following schedule for the needed tasks to be completed:

- January - Present concept of WMP components and assign tasks to subcommittee members for development.
- February - Urban Subcommittee reviews draft of WMP components and presents to the Technical Subcommittee.
- March - Urban and Technical Subcommittees complete WMP components to presents to the Steering Committee.
- April - Subcommittees create guidebook on how to use the WMP components for workshops for LGRW communities.
- May - Subcommittees revise and complete 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.

c. Urban Subcommittee Responsibilities

The Urban Subcommittee will be responsible for creating the process for Best Management Practice selection and the **process** for development of the action plan for implementation. Ms. Ogilvie presented spreadsheets that have been completed in previous meetings of the Urban Subcommittee to demonstrate how they can fit together to create the action plan. Mr. Mike Cheshier remarked that the prioritization process for pollutants and sources should be included in the process. The process will be described in a chapter of the Lower Grand River WMP.



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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. The workshop 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 Urban Subcommittee. The meetings will be held from 9 a.m. to 10:30 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

6. Evaluation of Planning Project

Ms. Nederveld presented the evaluation questions developed by the Evaluation Team and asked for a volunteer from the Urban Subcommittee to serve as a facilitator for the evaluation of the LGRW project and the Urban Subcommittee. Mr. Cheshier volunteered to facilitate the process. Staff members, Mr. Smalligan, Ms. Ogilvie, 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 10:30 a.m.

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Attachments
By e-mail



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Distribution:

Attendees

Mr. Aaron Bodbyl - Ottawa County Planning Department

Mr. Frank Wash - Alpine Township

Mr. Jim Beelen - Allendale Township

Mr. Steven Kepley - City of Kentwood

Mr. Jim Miedema - Jamestown Township

Mr. Roger Laninga - Kent County Drain Commissioner

Ms. Angie Latvaitis - Kent County Drain Commissioner's Office

Ms. Connie Smith - Fruitport Township

Mr. Shawn Wessell - West Michigan Environmental Action Council

Mr. Dan Czarnecki - City of Grand Haven

Ms. Melissa Eldridge - Ionia Conservation District

Ms. Elizabeth Robins - Ionia County

Mr. Richard Edmonds - Tallmadge Township

Mr. Andy Bowman - Grand Valley Metro Council (GVMC)

Mr. Don Stypula - GVMC

Mr. John Koches - Grand Valley State University (GVSU), AWRI

Ms. Abigail Matzke - GVSU, AWRI

Ms. Janice Tompkins - MDEQ

Mr. Rob Zbiciak - MDEQ

Mr. Mark Rambo - City of Walker

Mr. Jason Buck - FTC&H