TRANSPORTATION TECHNICAL COMMITTEE

AGENDA
May 5, 2022

I. CALL TO ORDER

II. APPROVAL OF THE PREVIOUS MINUTES (MARCH 3, 2022) - (ATTACHMENT I) (ACTION)

III. PUBLIC COMMENT (AGENDA ITEMS)

IV. TRANSPORTATION IMPROVEMENT PROGRAM
   A. FY2020-2023 TIP AMENDMENT 22 (ATTACHMENT II) (ACTION)
   B. FY2023-2026 TIP (INFORMATION)

V. MDOT UPDATES (INFORMATION)
   A. TRAVEL DEMAND MODEL
   B. ALTERNATIVE FUEL CORRIDOR

VI. 2045 LONG RANGE PLAN (INFORMATION)

VII. MPO ROUNDTABLE

VIII. PUBLIC COMMENT

IX. ADJOURNMENT
ATTACHMENT I

MEETING MINUTES
March 3, 2022

Members Present: Matt Farrar, Muskegon County (Chairperson)
Matt Schindlbeck, City of Ferrysburg
Wally Delamater, Village of Spring Lake
Ben VanHoeven, City of Roosevelt Park
Paul Bouman, MCRC
Tyler Kent, MDOT Grand Region
Mark Disselkoe, City of North Muskegon
Leo Evans, City of Muskegon
Derek Gajdos, City of Grand Haven
Scott Beishuizen, City of Montague
Brian Armstrong, City of Whitehall
Todd Myers, City of Norton Shores
Jeff Marcinkowski, Rural Township Rep
John Nash, Spring Lake Township
Brett Laughlin, OCRC

Members Absent: Andy Pickard, FHWA (Non-Voting)
Heather Bowden, MDOT- OPT
Steve Biesiada, Muskegon Urban Township Rep
Justin Clish, Village of Fruitport
John Allen, City of Muskegon Heights
Scott Borg, Harbor Transit
Luke Walters, MDOT Lansing
James Koens, MATS

Others Present: Matt Wade, City of Grand Haven
Marc Fredrickson, MDOT Muskegon TSC

Staff Present: Brian Mulinix, WMSRDC
Joel Fitzpatrick, WMSRDC
Amy Haack, WMSRDC

I. CALL TO ORDER

Chairperson Matt Farrar called the meeting to order at 1:30. Attendance was taken via roll call. A quorum was present.

II. APPROVAL OF PREVIOUS MINUTES

Corrections to the minutes were discussed. Minutes show that Mr. Scott Borg and Mr. were absent but were present. A motion was made and supported to approve the corrected minutes from the February 6, 2022, meeting. Motion approved. M/S Borg/Gaydos

III. PUBLIC COMMENT
The WestPlan Public Participation Plan procedure was followed to achieve public participation for this meeting. No members of the public spoke.

**IV. ELECTION OF OFFICERS**

A motion was made to elect Matt Farrar as Chair. Motion carried. **M/S Gaydos/Marcinkowski**

A motion was made to elect Brett Laughlin as Vice Chair. Motion carried. **M/S Evans/Gaydos**

**V. TRANSPORTATION IMPROVEMENT PROGRAM**

**A. FY2020-2023 TIP** Mr. Brian Mulnix gave an overview of the proposed Amendment 21 as outlined on the following page.

**B. FY2023-2026 TIP** - Mr. Brian Mulnix gave an update on the TIP process and future year funding increases.

**VI. 2045 LONG RANGE TRANSPORTATION PLAN** – Mr. Ryan Gladding of MDOT gave an overview of the ongoing LRTP process.

**VII. MPO ROUNDTABLE**- There was nothing new to report on this agenda item.

- Mr. Marc Fredrickson gave an update on the progress of the work on the US-31 bridge.

**VIII. PUBLIC PARTICIPATION**

There was no public comment.

**IX. ADJOURN**- Meeting adjourned at 1:47 p.m.
## ATTACHMENT II

**WestPlan FY2020-2023 TIP Amendment 22**

| Fiscal Year | Job Type  | Job# | County | Responsible Agency | Project Name | Length | Primary Work Type | Project Description | Fed Estimated Amount | State Estimated Amount | Local Estimated Amount | Total Estimated Amount | Fund Source Type | Federal Amendment Type | Comments                |
|-------------|-----------|------|--------|--------------------|--------------|--------|-------------------|--------------------|----------------------|---------------------|---------------------|----------------------|-----------------------|-------------------|------------------------|----------------------|
| 2023        | Trunkline | 20123 | Muskegon| MDOT               | US-31 BR SB/NS Over The Black Creek | 0.800   | Bridge Replacement | Structure Replacement | $7,250,630           | $1,603,372          | $0             | $8,854,000          | ST                   | New Project          |                       |
| 2023        | Local     | 205418| Muskegon| MCRC              | Sheltier Rd US-31 to Sheridan Road | 1.000   | Road Rehabilitation | Resurface, Cuth and Shape | $376,000             | $0                    | $219,000         | $595,000            | STUL                 | Scope Work Sub Category Change |                       |

5
CITY OF FERRYSBURG
INVITATION TO BID
FERRYSBURG DPW BUILDING OIL/WATER SEPARATOR PROJECT

Sealed bids for the Ferrysburg DPW Building Oil/Water Separator Project in accordance with the attached specifications, terms, and conditions will be received by the City of Ferrysburg, 17520 Ridge Avenue, P.O. Box 38, Ferrysburg, MI 49409-0038, until 10:00 a.m. local time on Tuesday, May 24, 2022, at which time all bids will opened and read. Bids must be submitted in sealed envelopes to the attention of Jessie Wagenmaker, City Clerk, marked as “DPW Building Oil/Water Separator Project.” The City of Ferrysburg reserves the right to reject any or all bids and to waive any irregularities in the bidding process.
REQUEST FOR PROPOSALS
FERRYSBURG DPW BUILDING OIL/WATER SEPARATOR
CITY OF FERRYSBURG

I. INTRODUCTION

The City of Ferrysburg, Ottawa County, is seeking a qualified contractor to install an oil/water separator serving the floor drains of the DPW garage building, install approximately 95 linear feet of 6-inch sanitary sewer lateral from an existing floor drain to the oil/water separator, and from the separator to an existing sanitary manhole in the roadway. Also included is site grading, coring of two existing manholes for installation of the 6-inch sanitary lateral, plugging and abandonment of the existing floor drain outlet, and all accessories required for proper installation and operation of the oil/water separator.

Known utilities in the area include a 12-inch concrete storm sewer, an 8-inch sanitary sewer, a 6-inch water main, various sanitary laterals, a gas main, and communication lines.

The City is requesting one (1) bid for the entire installation of the oil/water separator and associated piping and accessories as described above.

II. GENERAL REQUIREMENTS

Proposals shall state the number of days required to complete the project and include a start date. Project shall be substantially complete by November 1, 2022.

The City of Ferrysburg reserves the right to reject any or all bids and to waive defects and irregularities in the bidding process.

Questions regarding this RFP should be directed to Matt Schindlbeck, at 616-638-6630.

The contractor selected will be required to provide a Certificate of Insurance showing limits of general liability insurance coverage of at least $1,000,000 along with proof of workers compensation coverage.

III. PROJECT REQUIREMENTS

A. SCOPE

The work consists of furnishing all labor, equipment, and materials as described above. Restoration is to be included.

B. PROJECT LIMITS

The project limits are within the DPW building property and the Maple Street Right-Of-Way.
C. MATERIALS

Refer to the Project Specifications for product and material requirements.

VI. SUBMITTAL REQUIREMENTS

INSURANCE

The successful vendor will be required to submit a certificate of insurance showing minimum liability limits of $1,000,000, types of liability coverage and workers compensation participation. The City of Ferrysburg shall be listed as additional insured.

PRODUCT DATA

Refer to Section 1.2.3 of the Project Specifications for submittal requirements for the successful vendor.

REFERENCES

References of three (3) projects completed of a similar nature must be provided to the City. References should include a contact name and telephone number.
Craig Bessinger

From: Jessie Wagenmaker
Sent: Tuesday, May 3, 2022 10:16 AM
To: Craig Bessinger
Subject: RE: Absentee Ballots

Craig,

There were 551 ballots issued, 332 of which were returned, so there are 219 outstanding. I mailed out 1099 applications in total.

Jessie Wagenmaker
Clerk/Treasurer | City of Ferrysburg
17520 Ridge Avenue | PO Box 38
Ferrysburg, MI 49409-0038
616-842-5803 | www.ferrysburg.org

From: Craig Bessinger <cbessinger@ferrysburg.org>
Sent: Tuesday, May 3, 2022 9:31 AM
To: Jessie Wagenmaker <JWagenmaker@ferrysburg.org>
Subject: Absentee Ballots

Jessie,

How many absentee ballot applications were mailed out?  

How many applications were returned?  

How many outstanding ballots are there as of now?

Craig Bessinger
City of Ferrysburg
17520 Ridge Avenue, P.O. Box 38
Ferrysburg, MI 49409-0038
P: 616-842-5803
C: 616-843-5028
Date: May 3rd, 2022
To: Manager Bessinger, City Council
From: Sgt. Jake MacKeller
Re: Monthly Calls (April 2022)

The Ottawa County Sheriff’s Office responded to 113 calls for service in the City of Ferrysburg and 95 calls for service in the Village of Spring Lake. Deputies conducted 136 traffic contacts and issued 53 citations in the City of Ferrysburg.

Deputy Allard continues to show presence at the schools during drop-off and pick-up times.

Deputy Wade Vanbragt worked his last shift on March 28th after serving Ottawa County for 28 years. Deputy Vanbragt served Spring Lake/Ferrysburg since 2019. Deputy Sean Turbett has been selected to replace Deputy Vanbragt. Deputy Turbett has worked as a Police Officer in Spring Lake/Ferrysburg since 2003 and is excited to continue serving the residents in his new position.

Traffic issues:
Construction on the US-31 drawbridge continues to create traffic backups and with this, we continue to see a high number of traffic accidents, however, through enhanced selective enforcement we have seen a decline (from 21 accidents in March to 13 accidents in April). Calls for service reference traffic complaints have gone from 30 in the month of March to 17 in the Month of April, (again, this decrease is in relation to the amount of time spent conducting traffic enforcement in the construction zone on US-31). Deputies will continue to team with our Traffic Division to monitor traffic and conduct enforcement as needed. There will be extra focus on US-31 at 3rd St, and at US-31/VanWagoner Rd. Deputies will also continue monitoring Smith’s Bridge for truck traffic.

For the Community:
- May 23rd and May 27th, the Ottawa County Sheriff’s Office will be hosting its 1st phase of Crime Free Multi-Housing (CFMH), in the Main Conference Room at the Ottawa County Head Quarters building. This is open to any apartment managers, members of the planning commission, or Code Enforcement. Use the provided link to sign up online. https://www.miottawa.org/Sheriff/priv-crime_free_multi_housing.htm.
- July 18th, the Ottawa County Sheriff’s Office will be partnering with the Ottawa County Parks Department to host Cops and Bobbers. This event will be hosted at Ottawa Sands County Park and will be geared towards reaching out to our community’s youth, getting them into the
park, and teaching them about the natural resources provided. Fishing poles will be supplied for youth to participate in fishing on the 80-acre lake along with educational information provided by the Parks Department.

- September 10th, The Ottawa County Sheriff’s Office will be hosting their Cops and Rodders car show at Harvest Bible Chapel in Spring Lake. All proceeds from this event will be donated to help the People Center with its transitional housing program. Any local businesses that would like to donate are encouraged to reach out to Sergeant MacKeller.

Respectfully submitted,
Sgt. Jake MacKeller.
Calls for Service

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City of Ferrysburg Calls for Service

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City of Ferrysburg Citations

Traffic Crashes
### City of Ferrysburg Traffic Crashes

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### City of Ferrysburg Medical Responses

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Proposal Section

Local School District

Grand Haven Area Public Schools
Operating Millage Renewal Proposal

This proposal will allow the school district to continue to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance.

Shall the limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Grand Haven Area Public Schools, Ottawa and Muskegon Counties, Michigan, be increased by 18 mills ($18.00 on each $1,000 of taxable valuation) for the year 2022, to provide funds for operating purposes, the estimate of the revenue the school district will collect if the millage is approved and levied in 2022 is approximately $15,847,835 (this is a renewal of millage that expired with the 2021 tax levy)?

- Yes
- No

**Results:**

- Yes: 354
- No: 142
- Total voters: 2546
- Total voted: 498
- % of turnout: 19.0%
- AV Ballots: 398
- Undervotes: 2
The meeting was called to order by President Dave De Young at 5:30 p.m. in Program Room B.

**Board members present:** Mary Jane Belter, Burton Brooks, Penni DeWitt, Dave De Young, Caryn Lannon, Lisa Menerick, Kathy Osmun and Cathy Rusco

**Library staff present:** Katie Alphenaar, Amy Bailey, Marianne Case, Sara Derdowski, John Martin, Chelsea McCoy, Kim Rice

**Members of the Public present:** Grand Haven City Clerk Kelly Beattie, Retired GVSU art professor and metalsmith Hillary Burns

**APPROVAL OF AGENDA**

Item 6F, Revision to Derdowski Employment Agreement, was added to the agenda.

**22-08** Motion by Menerick, seconded by Lannon, to approve the Agenda. The motion was carried 8-0.

**DIRECTOR’S RESIGNATION LETTER**

Director Martin presented his formal letter of resignation, with his tenure ending Friday July 1, 2022.

**STAFF PRESENTATION**

Chelsea McCoy presented the results of the annual patron survey and explained that the Library is now using the company Savannah to aid its digital marketing efforts and assist with evaluating patron interactions. She also discussed the upcoming Summer Reading Program and presented the graphics designed for it.

**APPROVAL OF CONSENT AGENDA**

A. Approve the regular meeting minutes of February 1, 2022  
B. Approve the January 2022 Check Register in the amount of $190,580.05  
C. Approve the February 2022 Check Register in the amount of $166,625.39

**22-09** Motion by Brooks, second by Menerick, to approve the Consent Agenda. The motion was carried 8-0.

**PUBLIC COMMENT**

Kelly Beattie introduced himself as the Library’s liaison to the City of Grand Haven, a position he will hold on a temporary basis until a permanent person can be named.

**NEW BUSINESS**

Secretary Belter requested amending the agenda to better accommodate members of the public present. The Board agreed by consensus, and considered Hillary Burns’ prospective donation of
the marble bust “An Educated Woman” created by Italian sculptor Guiseppe Gambogi (1862-1938).

**Motion by Rusco, seconded by DeWitt, to accept the gift of the sculpture. The motion was carried 8-0.**

**TRUSTEE COMMENT**
None

**UNFINISHED BUSINESS**

**A. Discussion of Library of Michigan Requirements for Library Director**
New information received from the Library of Michigan necessitates adjusting the plan for the transition of leadership following Director Martin’s retirement. To meet the requirements, Amy Bailey should be named Director and Sara Derdowski named Executive Director in July of 2022 until such time as Ms. Derdowski completes her MLIS degree and a following 4 years’ paid professional library employment. This should be completed no later than December of 2028. A contract with Ms. Bailey is not necessary at this time and if she leaves the Library prior to Ms. Derdowski’s completion of the requirements, an interim director may be hired. Ms. Bailey and Ms. Derdowski indicated they work well together.

**B. Discussion of the transition of Library Director Job Duties**
This will be presented to the Board at the meeting on May 3.

**C. Discussion of MERS DB Retirement Plan Update**
Ms. Derdowski has been in contact with the MERS regional manager on this issue. The Finance Committee is scheduled to meet with him on May 17, with May 24 being a backup date, to discuss.

**D. Strategic Plan Update**
Director Martin suggested postponing a full plan update due to the expense of doing so. The current plan can be revised and updated by staff. There were no objections from the Board.

**E. Additional Library Service Hours**
Ms. Bailey presented a revised plan for updated service hours which takes into account an unexpected change in staffing resources. During the first phase of the plan, data will be gathered to effect whatever revisions will be optimal to best serve the community. There was discussion about different ways volunteers might be utilized to assist. The Board agreed by consensus to implement Phase I on May 25, which expands hours to 52 per week by closing at 6:00 pm on Saturdays.

**F. Revision to Derdowski Employment Agreement**
The Board considered the revised agreement, along with striking paragraph 6f. Ms. Derdowski indicated she may be able to work a full 40-hour week while continuing her studies, and the Board agreed by consensus that the budget should reflect this.

**22-11 Motion by Rusco, seconded by Lannon, to approve the revisions to the employment agreement, including the removal of paragraph 6f. The motion was carried 8-0.**

04-12-22 Board Meeting
TREASURER’S REPORT
The January 31, 2022 and February 28, 2022 General Fund, Maintenance Fund, and Debt Service Fund Financial Reports and Bank Account Reports were received and reviewed. Ms. Derdowski indicated that account 705 on the February Revenue/Expense Report shows the merit raise payout. The payout came in at $11,235 against a budget of $15,000. Ms. Derdowski also indicated she is monitoring the expenses to the building and grounds and that 88% of the anticipated expenses for furniture and equipment have been made.

There was discussion of the impact on the electric expense of lights that are on in the building at night. Director Martin explained that in addition to lighting necessary for security reasons, the cleaning company turns the lights on during their work.

COMMITTEE REPORTS
A. Building and Grounds Committee
   No report

B. Executive Committee – Dave De Young
   Minutes from the meetings of February 22, 2022 and April 5, 2022 were reviewed. Director Martin and President De Young will be in communication with the Long-Term Financial Planning Committee about pending items. The next meetings of the Committee will be held April 26 and May 31.

C. Finance Committee
   No minutes presented; a meeting is planned for April 26 regarding the budget and either May 17 or 24 to discuss MERS.

D. Long-Term Financial Planning Committee
   No report

E. Personnel Committee
   The next meeting is tentatively scheduled for April 27.

F. Policy Committee
   No report

DIRECTOR’S REPORT – JOHN MARTIN
The written report was received and reviewed. The Library will be holding a recycling event on Saturday, May 14 for paper shredding and technology/electronic recycling.

PRESIDENT’S REPORT
None

PUBLIC COMMENT
None

TRUSTEE COMMENT
Trustee Menerick thanked staff for their work, and mentioned the importance of ensuring the 04-12-22 Board Meeting
new sculpture is properly insured. She inquired about the issuance of a tax receipt to the donors, and Director Martin explained that a thank-you will be sent, but a tax receipt is only issued if the donation is made via the Grand Haven Area Community Foundation.

NEXT REGULAR MEETINGS
   A. May 3, 2022 – 5:30 pm, LDL Program Room A
   B. June 7, 2022 – 5:30 pm, LDL Program Room A
      Budget hearing and approval of the FY 2022-2023 Budget
   C. July 5, 2022 – 5:30 pm
      Annual meeting and election of officers

Meeting adjourned at 7:28 p.m.

Mary Jane Belter
Secretary

Mary Jane Belter

Prepared by Marianne Case

04-12-22 Board Meeting
### Incident List by Alarm Date/Time

<table>
<thead>
<tr>
<th>Incident Number</th>
<th>Incident Date</th>
<th>Incident Time</th>
<th>Incident Address</th>
<th>Incident Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022-00000061</td>
<td>04/01/2022</td>
<td>09:48:19</td>
<td>SB US31 City of Ferrysburg MI 49409</td>
<td>324 - Motor vehicle accident with no injuries.</td>
</tr>
<tr>
<td>2022-00000062</td>
<td>04/02/2022</td>
<td>04:20:55</td>
<td>19813 North Shore Grand Haven MI 49417</td>
<td>611 - Dispatched and cancelled en route</td>
</tr>
<tr>
<td>2022-00000063</td>
<td>04/02/2022</td>
<td>22:14:33</td>
<td>17651 136th Nunica MI 49448</td>
<td>111 - Building fire</td>
</tr>
<tr>
<td>2022-00000064</td>
<td>04/05/2022</td>
<td>15:42:38</td>
<td>17585 Park Place City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000065</td>
<td>04/07/2022</td>
<td>08:10:19</td>
<td>17741 174th City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000066</td>
<td>04/09/2022</td>
<td>11:03:22</td>
<td>20021 North Shore Grand Haven MI 49417</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000067</td>
<td>04/12/2022</td>
<td>20:23:36</td>
<td>17588 Parkwood Apt. C City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000068</td>
<td>04/15/2022</td>
<td>21:42:16</td>
<td>17645 Connie City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000069</td>
<td>04/17/2022</td>
<td>04:18:18</td>
<td>4644 Airline Fruitport MI 49415</td>
<td>111 - Building fire</td>
</tr>
<tr>
<td>2022-00000070</td>
<td>04/17/2022</td>
<td>15:44:44</td>
<td>17668 Woodbridge City of Ferrysburg MI 49409</td>
<td>735 - Alarm system sounded due to malfunction</td>
</tr>
<tr>
<td>2022-00000071</td>
<td>04/17/2022</td>
<td>16:52:48</td>
<td>17668 Woodbridge City of Ferrysburg MI 49409</td>
<td>735 - Alarm system sounded due to malfunction</td>
</tr>
<tr>
<td>2022-00000072</td>
<td>04/19/2022</td>
<td>02:55:31</td>
<td>17150 148th Spring Lake Township MI 49456</td>
<td>111 - Building fire</td>
</tr>
<tr>
<td>2022-00000073</td>
<td>04/20/2022</td>
<td>19:04:08</td>
<td>17500 174th City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000074</td>
<td>04/23/2022</td>
<td>20:33:07</td>
<td>17389 Hazel City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
</tr>
<tr>
<td>2022-00000075</td>
<td>04/24/2022</td>
<td>20:00:01</td>
<td>West Spring Lake City of Ferrysburg MI 49409</td>
<td>444 - Power line down</td>
</tr>
<tr>
<td>2022-00000076</td>
<td>04/28/2022</td>
<td>22:24:11</td>
<td>17360 Hazel City of Ferrysburg MI 49409</td>
<td>311 - Medical assist, assist EMS crew</td>
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<tr>
<td>2022-00000077</td>
<td>04/30/2022</td>
<td>20:58:41</td>
<td>14351 Leonard Nunica MI 49448</td>
<td>611 - Dispatched and cancelled en route</td>
</tr>
</tbody>
</table>

**Count:** 17

* mutual aid