Minutes
Community Energy Plan Steering Committee

Tuesday, June 13, 2023

Central Park Place, Woodbine Room

Minutes of June 13th Meeting, 9:00 AM

1. Call to Order: Ryan Cotton, Interim Convener, called the meeting to order at 9:01 AM and reviewed the agenda.

2. Changes or Additions to the Agenda: None

3. Attendance: Craig Bessinger, Ferrysburg City Manager, Ashley Latsch, Grand Haven City Manager; Tim Price, Grand Haven Assistant City Manager, Karen Lowe, Grand Haven City Council, Mike Fritz, Grand Haven City Council, Erik Booth, BLP, John Job, Grand Haven Township Citizen, Garry Post, Ferrysburg Citizen, Dr. Nick Petrangelo, Ferrysburg Citizen, Patti Nelsen, Grand Haven Citizen, Nancy O'Neill, Grand Haven Citizen, Ryan Cotton, Grand Haven Citizen. Jim Hagen attended from the general public.
   Invited/Not in Attendance: Jerry Sias, Ferrysburg City Council, David Mann, Grand Haven Citizen; Will Montgomery, Ferrysburg City Council, Greg Griffin, Karen Sherwood, Grand Haven Township, Bill Cargo, Grand Haven Township (ex-officio), Gordon Gallagher, Spring Lake Township (ex-officio), Dave Walters (ex-officio)

4. Introductions (Elected officials, Administrators, and Citizens): Ryan welcomed the new members, and each person explained their interest in the project.

5. Approval of Minutes of the June 8, 2023 Meeting: Jim Hagen was added as a member of the public in attendance.

6. First Opportunity for Public Comment: Jim Hagen was recognized. No comment.

7. Selection of Leadership: After much discussion, John Job and Ryan Cotton were nominated to be Chair and Assistant Chair (responsible for the minutes and emails) by Garry Post, supported by Mike Fritz. Unanimously approved.

8. Review of RFQ’s Received from Four Consultants and Discussion of Initial Google, Utility Checks, And Reference Checks – John asked for feedback on these checks:
   o Blue Strike Environmental, Boston/Monterey
   o Garforth International, Toledo/Canada
   o Michigan Energy Options/5 Lakes Energy, Lansing/Grand Haven
   o Public Sector Consultants/Fresh Coast Climate Solutions, Lansing/Ann Arbor

Karen suggested that all four be invited to submit a cost proposal, Erik's contacts with utilities was positive yet he suggested that Blue Strike Environmental not be invited to
submit if we were narrowing down to three, Ashley reported positive results in her checks.

9. **Motion on which firms to invite to submit Cost Proposals and Timetable** – After much discussion, the motion was made to invite all four firms to submit cost proposals by June 23, 2023, including a fee schedule, hours dedicated to each task in the scope of work, a single point of contact, and a total not-to-exceed cost, along with the clarifications that calculations on the full carbon impact must be included (all the utilities plus transportation -- as was requested in the RFQ). Ryan volunteered to inform the consultants and to copy John as Chair and Ashley as the fiduciary.

10. **Discussion On Who To Conduct And Report Back On Reference Checks, Interviews, And How To Otherwise Proceed On Due Diligence While Awaiting Cost Proposals** – No additional discussion or action, other than the need to schedule presentations from the finalist firms after reviewing their cost proposals.

11. **Discussion on Spring Lake Township and Grand Haven Township Participation**—John reported that he and Deanne Brink, citizen, and Karen Sherwood, Assistant Township Manager, had been designated by Township Manager Bill Cargo to represent the Township and to report back at the GHT Board after the last Board meeting on June 12, 2023. He also reported that although the Grand Haven Township Board declined to designate any Board Member representatives, the Board might consider a cost contribution later (once the bids are known). Ryan reported that the Spring Lake Township Manager has been kept abreast of this project, yet this matter has not appeared on another Board agenda to-date. He also said he has kept former Township Supervisor and citizen John Nash informed. Discussion encouraged Ryan to keep both Gordon and John informed and invited to attend. Ryan suggested that the eventual consultants not spend time in Spring Lake Township unless there is official representation so as to not dilute the consultant’s other efforts. No decision was made pending a formal conclusion on SLT’s representation.

12. **Discussion and Motion on Next Meeting Date, Time, and Place (Rotate locations?)** – Discussion resulted in the decision to meet again at Central Park Place on Thursday, June 29th at 4 PM to discuss the cost proposals in a room to be determined. (The proposals will be delivered to each member in advance after being received on June 23rd.)

13. **Second Public Comment**: Jim Hagen reaffirmed the need for the proposal clarifications discussed.

14. **Discussion on Next Agenda Items** – No discussion

15. **Motion to Adjourn**: Made by general affirmation at 10:23 AM.

Ryan Cotton  
Assistant Chair  
Community Energy Plan Task Force  
Cell: 616-638-8910
Hi everyone. As many of you are aware, there were recent Federal actions to reach an agreement on the debt-ceiling crisis that impacted the CRRSAA/Phase II funding that was allocated to transportation projects, including our Bridge Bundle program. In response, MDOT tried to preserve as much of our funding in the short timeframe we were provided. We worked to implement a programmatic strategy that obligated all project locations that met the criteria of an approved, environmental clearance. We also worked to obligate the remaining funding in an overall early preliminary engineering phase to ensure all bridges continue to be developed seamlessly for future lettings.

Therefore, we are continuing work on all early preliminary engineering, project development and coordination activities on all the bridges in this Phase II. There is no change in this regard.

We were able to obligate three bundles – one four bridge removal bundle, already under construction that was let last year, one design build bundle in the North/UP area, that is currently in procurement and the Miller-Rotunda bridges in Wayne County. These were the only ones ready for obligation, as the other bridges were still in various stages of project development such as permitting, environmental clearance, right-of-way documentation and acquisition, and other required coordination activities.

We are currently working on assessing on how to move forward with the bridges that could not be obligated for construction funds. It should be noted that the development of the bridges that are continuing now, will place us in a competitive position, for future federal grants for construction and other funding opportunities. Please be assured MDOT is currently working to develop a multi-pronged strategy to secure the needed funding to complete these bridges.

We appreciate your patience and understanding in these dynamic times. Our Bureau of Bridges, Bureau Director will provide yet another update on this at the June Local Agency update call planned for the end of the month.

I hope this information helps clarify the recent events that occurred and to assure you that we are committed to this program. If you have any questions, please feel free to contact me directly. We look forward to meeting with you at the end of the month. Thank you.

Sue Datta
Senior Project Manager, Bridge Bundling Program
Michigan Department of Transportation
248.388.0730
dattaS@michigan.gov
NORADVISORY BOARD MEETING AGENDA

Date: June 22, 2023  Time: 5:30 P.M.  Location: ESC Building (GHAPS)

1. Call to order: Chairperson – Taylor Schriber, GHAPS


3. Approval of Meeting Agenda –

4. Kennari Consulting - Update from Kirstin Vandermolen

5. Approval of Consent Agenda –

   A. Approval of Board Meeting Minutes of April 27, 2023 as printed.

   B. Financial Reports:

      1. May 2023 Financials

5. New Business

   A. Spring/Summer programming updates – Programs/classes/camps

   B. Rec Summer School - Updates

   C. Director Review

   D. Board appointments for 2023-24

   E. Board Meeting Schedule - 2023-24
6. Old Business
   A. NORA next steps – Future planning

7. Public Comments

8. Advisory Board Comments

9. Next Scheduled Meeting – August 24, 2023

10. Adjournment
NORTHWEST OTTAWA RECREATION AUTHORITY
1415 Beechtree Street, Grand Haven, MI 49417
Phone: 616.850.5125 www.norarec.org

NORA ADVISORY BOARD MEETING MINUTES

Date: April 27, 2023
Time: 5:30 P.M.
Location: ESC Building (GHAPS)

Call to order: Chairperson Taylor Schriber, GHAPS, called the meeting to order at 5:30 p.m.

Roll Call.
Present:
GH Twp: Mary Jane Belter
Robinson Twp: Frank Johnson, Rick Mikkelsen
GH City: Ryan Cummings, (Vacancy)
Ferrysburg: Craig Bessinger, William Montgomery
GHAPS: Taylor Schriber
At Large member: Rebecca Hopp
NORA: Chris Van Hekken

Absent:
Ron Redick, GH Twp
Marc Eickholt, GHAPS

Approval of Meeting Agenda
Motion by Hopp, second by Cummings, to approve the meeting agenda. Vote: 8-0

Approval of Consent Agenda
Motion by Hopp, second by Montgomery, to approve the consent agenda. Vote: 8-0

Discussion of the Consent Agenda:
1. Approval of Board Meeting Minutes of March 23, 2022 as printed. - approved

2. Financial Reports: have sponsors for softball shirts

3. March 2023 Financials

4. NORA 2023-24 Budget – used a 5% cost of living to determining budget numbers.
   Rec summer school is budgeted at $37,000
   The grant request to United Way is $10,000 (decrease from $20,000 for 22-23)
   Received about $15,000 so far in registrations
   Each session is $150 per child, that was the bulk of the early registrations.
   NORA offers a 25% scholarship for each child that qualifies and we are also using the Wigginton scholarship and a bi-weekly payment plan to help families that qualify.
Program fees will stay the same
Team entry fees have increased with more teams signed up

Biggest area of growth: donations and grants. NORA staff has applied for 3 grants
The $44,000 in the line item includes the United Way grant request ($10,000)
Letters were sent out to people that had previously given or rounded up their fees as a donation.
Letters were sent to businesses for pledges, donations.

Expenditures
Bringing Bailey on full time, so that has reduced the part time wages
Software maintenance may increase. Rec Pro was bought out so there is a possibility of an increase in that category. Any software changes will be a positive for NORA
Postage increase is noted due to the increased mailing volume anticipated. We have a non-profit status for mailing.

Schrier: Is there room in the budget for a raise for Chris? He is not asking for a raise for this year.
He wants to see how the grants go and the donations/fundraising and keep that in mind for the next budget year.

Schrier: what we have done in the past – inflation, GH City is doing a 5% COLA

New Business
Spring programming updates: Programs/classes/camps:
Intermediate, middle school programs are in full swing.
There has been an increase in players and teams for baseball and lacrosse including a youth (K-4) lacrosse program. There is a youth pickleball program, boater safety with 27 registered.
Lakeshore track meet coming up – this is a cooperative meet organized by lakeshore area rec depts.
Archery – team practicing to go to state competition in May

Adults – 23 softball teams
Pickle ball 101 for adults with the Lakeshore Pickleball Club
Adult volleyball including beach volleyball is scheduled.

Staffing 2023 summer planning
3 full time, 10 part time, 2 college students for field maintenance
Our kids will use tckl kids league equipment, store at Sluka field

Rec Summer School Updates
About 50 % full, only at Lake Hills this summer because Ferry School has a construction project.
River Haven is an issue because the management does not want the program/kids to use the facilities with the required water availability (state required)
Staff is waiting to hear about the United Way grant request.
They are anticipating that 5-30 homeless students will be enrolled.
The goal for the summer of 2024 is to have a summer rec school location at either River Haven or Peach Plains.
Director Review
Group of 2 board members to work on the director eval: Schriber and Montgomery will do the review. They will use the evaluation form that the city uses.

Old Business
Kennari Consulting updates/NORA next steps
Discussed the recent mailing to potential donors
Can donate via the website. Personal acknowledgements are sent to donors.

Montgomery: Question if we have donor management software
VanHekken: going to look at Little Green Light for a donor software management system
Wait and see how the funding goes before purchasing.

VanHekken will send the board a list of the business donors that have received letters.
Belter suggested WAWL for a program on NORA

Public Comments - none

Advisory Board Comments:
Rebecca Hopp: are there opportunities for kids with physical limitations or we make an effort to create more opportunities
VanHekken: we haven’t done anything like that.

Next Scheduled Meeting – June 22, 2023, 5:30 p.m.

Adjournment

NORA Secretary

Date
Invasive Species Alert

This letter is to inform you of a high-priority aquatic invasive plant found in the Lower Grand River area and to enlist your help by reporting any European frog-bit along your shoreline. The invasive aquatic plant, called European frog-bit, was first verified in Michigan in 1996 along Great Lakes waterways in the southeastern part of the state. In West Michigan, there are infestations in Reeds and Fisk Lakes, Pigeon River, Pentwater Lake, and the Lower Grand River. A collaborative team from the city of East Grand Rapids, West Michigan Conservation Network, PLM Lake & Land Management Corp., and the Michigan Departments of Environmental Quality and Natural Resources have been actively managing the European frog-bit infestation since 2016 with positive results.

What is European frog-bit?
A native of Europe and parts of Africa and Asia, European frog-bit is a free-floating aquatic plant with small (0.5-2.25 inch) heart-shaped leaves resembling miniature water lilies. Three-petaled white flowers with yellow centers may appear briefly sometime between mid-July and mid-August. See the enclosed flyer for photos and identification information.

Why is it a problem?
European frog-bit can form dense colonies or mats in slow-moving waters, which can prevent native plant growth and make movement difficult for waterfowl and large fish. Thick mats of European frog-bit also cause problems for boaters, anglers, and swimmers. European frog-bit plants or seeds can inadvertently become attached to boats, trailers, water toys, and other gear and then be spread further the Lower Grand River, as well as to other water bodies. Once European frog-bit becomes established, it can be difficult and time-consuming to control.

What can you do?
We are asking property owners, land managers, and marinas around the Lower Grand River to be on the lookout for European frog-bit in the water near their property. While many parts of the Lower Grand River have been surveyed to detect where European frog-bit is currently located, we need to know about new locations and track any spread. We are asking property owners to focus on reporting new occurrences using the MISIN website or app. Visit https://www.misin.msu.edu/ for more information on reporting invasive species.

If you have a small infestation you are able to hand-pull the infestation yourself. Removal needs to be done before turions produce in the late summer, otherwise, you risk spreading the plant further. The ideal time for mechanical removal is June or early July. You can dispose of all plant material in a garbage bag, be sure to double bag before placing in the trash. Hand removal can help reduce population size from year-to-year, but will not get rid of turions that may be lying dormant in the sediment.
Additionally, please be sure to **Clean**, **Drain**, and **Dry** any boats, trailers, docks, and other gear that have been in the Lower Grand River prior to use in another waterbody to help prevent the spread of European frog-bit.

**Clean:** Inspect boats, trailers, docks, and gear and remove all mud, debris, and plant material. Use a hose or power washer when available. Dispose of unwanted material in a trash can.

**Drain:** Remove water from live wells, bait buckets, bilges, and other compartments before leaving an access site.

**Dry:** Allow boats and gear to dry for at least five days, if possible, before use in other water bodies.

Thank you for taking an active role in protecting your marina and helping to control European frog-bit. To learn more about European frog-bit and other aquatic invasive species in Michigan, please visit [www.michigan.gov/invasives](http://www.michigan.gov/invasives).

If you are interested in receiving more outreach material like the flyers in this packet or have any questions, please reach out to Natalie Bekins at 616-414-2055 or natalie.bekins@macd.org.

Thank you,

Natalie Bekins  
West Michigan CISMA Coordinator  
616-414-2055  
natalie.bekins@macd.org
**European Frog-bit is an Invasive Species**

European frog-bit (*Hydrocharis morsus-ranae*) is a free-floating aquatic plant species that is PROHIBITED in Michigan—which means it cannot be possessed, introduced, or sold in the state. European frog-bit spreads through water flow and hitch-hiking on boats, trailers and recreational equipment. You can help stop the spread! Make sure you Clean-Drain-Dry all equipment used in a waterbody before moving to another one.

**Dangers of European Frog-bit**

This species can form dense mats on the water's surface and impede boat and wildlife habitat as well as limiting the amount of oxygen and light available to submerged aquatic plants and fish. It can spread quickly through a connected water system, so it is important to begin control of this species as soon as it is discovered.

**Treatment for Small Infestations**

European frog-bit can be hand-pulled due to its free-floating nature. Entire plants should be removed from the water body and placed in a garbage bag, or placed on land to dry out. Hand-pulling will not get rid of any reproductive structures that are lying dormant in the sediment, but eliminating the adult plants has been shown to be effective in reducing EFB numbers from year-to-year. The best time to hand pull plants is in June or early July before turions form.

**Treatment for Larger Infestations**

Research is ongoing throughout the state to determine the best treatment methods. For larger infestations chemical treatment is the only recommended method at this time. Applying herbicide in Michigan waters requires a permit from the Department of Environment, Great Lakes, and Energy’s Aquatic Nuisance Control Program. Please visit the Aquatic Nuisance Control Program’s website for more information (https://www.michigan.gov/anc).
**West Michigan Cooperative Invasive Species Management Area (WMCSMA)**

**MANAGEMENT AREAS**

- Michigan Invasive Species Coalition
- Michigan Invasive Species Network
- Michigan Natural#### Resources

**You can find additional information on invasive species, management strategies, and conservation efforts through the WMCSMA.**

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**WHERE CAN YOU GET MORE INFORMATION?**

**European Frogbit Identification**

White flowers emerge in the spring with three petals and a yellow center. They are typically found in water columns with a shallow, or rooted, base of the plant. They can easily be spread on the surface of water, often forming dense masses. The flowers are small (0.5 inch) and white, with five petals. Each flower produces seeds and tubers, and the plant spreads through rhizomes and stems. Leaves are long and narrow, with a distinctive red underside. The plant is native to Europe and was first observed in North America in the 1980s.
Invasive Species Alert

European Frog-bit

(*Hydrocharis morsus-ranae*)
*Detected in Michigan*

**WATCH LIST SPECIES – PROHIBITED IN MICHIGAN**

**What to look for:**
- Free-floating aquatic plant sometimes rooted in shallow water.
- Leaves are small, 0.5-2.5 inches, round to heart-shaped, with a purple-red underside.
- Leaves form a rosette.
- Single flower with three white petals and yellow center may be visible from June to August.

**Habitat:** Found in slow moving rivers, sheltered inlets, ponds, and ditches. Prefers waters rich in calcium with no wave action.

**Native Range:** Europe, Asia and Africa.

**U.S. Distribution:** New York, Michigan, Ohio, Pennsylvania, Vermont, Washington. Also found in Quebec and Ontario, Canada.

**Michigan Distribution:** Coastal areas of lakes Erie and Huron, inland lakes and ponds in southeast Michigan. In west Michigan, the Lower Grand River, Pentwater Lake and inland lakes in Kent County.

**Local Concern:** European frog-bit can form dense mats on the surface of slow-moving waters like bayous, backwaters and wetlands. Mats can impede boat traffic and alter food and habitat for ducks and fish. Prolific growth of European frog-bit can also reduce oxygen and light in the water column.

**Means of Introduction or Spread:** Plants or turions transported on boats, trailers and recreational gear. Once established, drifting mats of vegetation spread to connected waters.

**High Risk Pathways:** boating, hunting.

To report this species, visit [www.michigan.gov/invasivespecies](http://www.michigan.gov/invasivespecies) for contact information. Report online at [www.misin.msu.edu](http://www.misin.msu.edu) or download the MISIN smartphone app and report it from your phone.
Good afternoon,

Here comes the heat. In July 2018, we averaged just over 13 MGD and finished the month at 404 MG pumped, a record month. Our current average day is tracking to exceed 14 MGD, leaving us on pace to pump an estimated 440 MG in June.

The good news is that the initial push to inform our communities and steer customers toward a sustainable lawn watering schedule has seemed to create a buzz on social media. Good or bad comments it does not matter; most have been positive and supportive. What matters is folks are talking about it. The question to be answered is, has the messaging worked? Have we shaved peak hourly demand? The short answer is I believe we have. Data for peak hourly has never been a tracked metric. This, along with the inability to pair data if we had it alongside the weather, makes objectively judging the effectiveness of demand management difficult. I can tell you that the tank "drops," a term we use to discuss the magnitude of the drawdown, were on a much gentler slope today, indicating an easing of demand. I reserve additional judgment until after the next 7 days. We are exploring meaningful ways to track this going forward and are looking at ways to build out retrospective data, although it will be time intensive.

We are reissuing a PSA with refreshed messaging and an updated graphic to replace the previous ones. Please use these to update your spaces.

Best Regards,

Eric Law
Water Plant Manager
Northwest Ottawa Water Treatment Plant
30 Sherman Avenue
Grand Haven, MI 49417
elaw@grandhaven.org
616.847.3487 office
616.607.4025 cell

Rebind Harbor Island
Work today, protect tomorrow.
NEWS RELEASE

Eric Law, Water Facilities Manager
Ashley Latsch, City of Grand Haven, City Manager

Voluntary Lawn Sprinkling Restrictions Remain in Effect

NOWS officials would like to thank our communities served for voluntarily making the much-needed adjustments to lawn sprinkling schedules. These initial efforts are helping ease the strain on the morning supply and helping to keep our communities safe with adequate fire suppression levels.

We are experiencing a return to summertime heat and dry conditions which are forecasted to persist. Until further notice, NOWS officials ask that our communities continue to curb morning demand by remaining on a voluntary even-odd lawn sprinkling schedule.

This notice applies to the entire NOWS service area consisting of Grand Haven Township (north of Lake Michigan Drive), Spring Lake Township, Spring Lake Village, parts of Crockery Township, parts of Robinson Township, The City of Ferrysburg, and the City of Grand Haven. Some of these municipalities may have customers on wells or alternative wholesale supplies. Please check with your utility to find out who your supplier is.

Exceptions will be made for newly planted or seeded lawns and to maintain gardens.

How does an even-day odd-day schedule work?

➤ If your home or business address ends in 0,2,4,6,8. You are asked to sprinkle only on Tuesday, Thursday, and Saturday.

➤ If your home or business address ends in 1,3,5,7,9. You are asked to sprinkle only on Wednesday, Friday, and Sunday.

➤ Please avoid Monday sprinkling. High industrial and commercial demand competes with lawn sprinkling on Mondays when these commercial and industrial users come back online after the weekend. Historically Mondays have always been the largest demand days and pose the greatest risk for depressurization of the system.

Should drought conditions persist or worsen and demand does not subside, additional restrictions may be required. The current request is voluntary for now. We ask for your support and very much appreciate your consideration.
June 21, 2023

TO: Mayor and City Council Members

FROM: Craig Bessinger, City Manager

RE: Smith’s Bridge

This week Public Services Supervisor Matt Schindlbeck and I attended a virtual meeting to discuss preliminary design for the bridge. Comments given:

- The City will provide as-builts for the watermain, sanitary sewer main and the Force Main Vault to determine depth.
- There is a high voltage wire which crosses West Spring Lake Road on the south side of the bridge. If this needs to be relocated, it would be a City cost.
- For lighting similar to what is on the bridge now, if the poles are not salvageable new poles would be approximately $800, which would be a City cost. There are four (4) poles currently on the bridge.
- If decorative poles (similar to street light poles along Pine Street and West Spring Lake Road), this would be a City cost, approximately $4,000 each.

c: Matt Schindlbeck, Public Services Supervisor
    Amber Schaner, City Clerk