



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall Board Room
Tuesday, March 26, 2019
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:02 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Koeble, Dolan, Muck, Auxier

Board Members Absent: None

Board Member Vacancy: 1

Also Present: Deby Henneman, Parks Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Koeble, supported by Muck, to approve the agenda as presented.

VOICE VOTE: Ayes: 4 Vacancy: 1

MOTION CARRIED

6. Approval of the Minutes

Motion by Muck, supported by Koeble, to approve the minutes from February 27, 2019 as presented.

VOICE VOTE: Ayes: 4 Vacancy: 1

MOTION CARRIED

7. Correspondence

There was no Correspondence presented.

8. New Business

A. 2019 Parks & Recreation Regular Meeting Date Schedule

Motion by Auxier, supported by Koeble, to approve the 2019 Parks & Recreation Meeting Schedule as presented.

VOICE VOTE: Ayes: 4 Vacancy: 1

MOTION CARRIED

9. Unfinished Business

A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report

1. Iron Belle & Lakelands Trail Update

Hohl stated that a TAP Grant will be pursued for a proposed trail along McGregor to connect existing trail systems.

Auxier asked about the construction along Zeeb Road.

Hohl stated he believes it is part of the Border 2 Border trail system.

Muck asked when Green Oak is breaking ground with their trail project.

Hohl stated this year, but they are still trying to design an acceptable plan go get under US23.

2. Grant Planning Summit – Master Design Draft

Henneman distributed updated grant proposals and stated that the Township Board has approved their submission. McKenna will be preparing the Grants with the assistance of Henneman and uploading them to the State for the 2019 Grant cycle.

Projects include:

- Interior Walking Paths/Trails – New (East Park)
- ADA Compliant Outdoor Restrooms/Concession Remodel
- Pickleball Courts (Senior Center)
- Age appropriate Playgrounds – Strive for Universal Design
- Accessible Parking in gravel lots

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – Updates pending.
2. Park Fee Schedule – No update.

C. Administrative Services

1. Park Coordinator's Report

Parks Coordinator's Report was not prepared. A verbal report was given that there is Boardwalk damage due to a fallen tree. It is closed until repairs can be made.

2. Senior/Community Center Report

Senior Center Report dated March 19, 2019 was received and filed.

3. Park Use Requests:

- A. Pinckney HS Wrestling Club – Metal Drive Fundraiser – May 31-June 2, 2019

Motion by Auxier, supported by Koeble, to recommend approval of the Park Use Application for Pinckney High School Wrestling Boosters for Metal Drive on May 31 through June 2, 2019 at the

Pettysville Trailhead, that the Parks and Clerk Department be provided all requested information to their satisfaction and that park use fees be waived due to the nature of the event.

VOICE VOTE: Ayes: 4 (1 Vacancy)

MOTION CARRIED

B. Kensington Woods School – Soccer Field Use – Limited

Motion by Muck, supported by Auxier, to recommend approval of the 2019 Kensington Woods Home Game Season contingent on the following: that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that the field assignments be communicated Administratively through the Clerk and Parks Coordinator, that Concession sales be limited to pre-packaged foods and beverages and that use of the fields will not be allowed during West Park blackout dates.

VOICE VOTE: Ayes: 4 Vacant: 1

MOTION CARRIED

C. Jogging for Jakey 5K – Lakelands Trail – June 29, 2019

Motion by Auxier, supported by Dolan, to recommend approval of the Park Use Application for Courtney Wright – Jogging for Jakey 5K on June 29, 2019 to be staged at Merrill Trailhead and to take place on Lakelands Trail (WB from Merrill). Contingent on: A certificate of Insurance naming Hamburg township as Additional Insured be provided, that park fees be waived due to the nature of the event, that the Clerk be provided all requested documents to their satisfaction, that the Concession sales be limited to pre-packed foods and beverages, and that final route be confirmed with the Park Coordinator.

VOICE VOTE: Ayes: 4 Vacant: 1

MOTION CARRIED

4. Scholarship Program – Proposed changes

Henneman reviewed changes in the Every Child Shall Play Scholarship Fund, including an increase in amount per organized group from \$500 to \$750 per season, and changing the language to include all Hamburg residents who participate with any organization that runs their regular recreational programming in Manly Bennet Park.

Motion by Dolan, supported by Koeble, to recommend approval of the proposed changes to the Every Child Shall Play Scholarship Fund.

VOICE VOTE: Ayes: 4 Vacant: 1

MOTION CARRIED

D. Special Projects

1. Batting Cage, T'Ball Fencing & Field Upgrade Project

Henneman stated benches are here, and gravel will be purchased and installed when weather breaks.

2. Sun Shade for Adult Workout Area – Pending

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – No update was made.

2. Beautification Committee – Dolan will be drafting a Memorial Bench/Tree program for the Parks, Trails and Cemetery. A bench has already been installed along the Lakelands Trail near Winkelhaus Park.

F. Signage and Community Awareness

1. Entrance Signs/Park Rules/Way-finding Signs – No update was made.

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – No update was made.

10. Call to the Public

A call was made with no response.

11. Committee Comments

No Committee comments were made.

12. Adjourn Meeting

Motion by Koeble, supported by Muck, to adjourn the meeting.

VOICE VOTE: Ayes: 4 Vacant: 1

MOTION CARRIED

Meeting adjourned at 3:45 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Debra Henneman', written in a cursive style.

Debra Henneman
Parks Coordinator