



Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall Board Room
Tuesday, June 25, 2019
3:00 p.m.

1. Call to Order

Motion by Auxier, supported by Koeble, to have Muck chair the meeting.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

Muck 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, Muck, Auxier

Board Members Absent: Dolan

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 Auxier, supported by Koeble, to approve the agenda adding PHS Cross Country Course to New Business.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Koeble, to approve the minutes from May 28, 2019 as presented.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

7. Correspondence

There was no correspondence presented.

8. New Business

A. PHS Cross Country Course

Hohl stated the PHS Cross Country team desires to return to Merrill Field and use Manly Bennett Park as their "home" field. They have plotted a course, and he explained the areas that it has been proposed to go through. The course would be used for meets.

Muck asked if the course crossed any roads.

Hohl stated it did not. He stated the maintenance of the course will be the responsibility of the club. He stated he would advise them that a schedule of meets will be required by August 1st of each year.

Motion by Auxier, supported by Koeble, to recommend support of the conceptual plan for the PHS Cross Country course, to be used as a “Home” track for cross country meets and practices, subject to review and approval by the Parks Coordinator and Township Park Planner, with the understanding that the course will not interfere with the Park Master Design plan, that maintenance of the course will be provided by PHS and their events will not conflict with other user groups or Blackout Dates.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl stated he is waiting on a quote for the McGregor Road bike lane and sidewalk in order to proceed with the grant.

Muck mentioned that it might be good to attend the MNRTF Grant deliberation.

Hohl stated he would attend.

2. Grant Planning Summit – Master Design Draft

There was no update.

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule – Addition of Public Safety charges

Motion by Auxier, supported by Koeble, to concur with the recommended Public Safety fees as presented by Chief Duffany, and to forward support to the Public Safety Committee for their recommendation to the Township Board for action to take on updating the Parks and Recreation Park Facility Use Fee Schedule.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

C. Administrative Services

1. Park Coordinator’s Report

Parks Coordinator’s Report was received and filed.

2. Senior/Community Center Report

Senior Center Report was received and filed.

3. Park Use Requests:

A. Hamburg Pirate Youth Football Assoc. – Fall 2019 Park Use

Motion by Auxier, supported by Koeble, to recommend approval of the HYPFA 2019 Fall Season application, dated May 6, 2019, for season dates August 1 through October 31, 2019, contingent on a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use be subject to East Park Blackout dates.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1 MOTION CARRIED

- B. Huron Valley Disc Golf – Disc Golf Tournament – August 4, 2019 – 8 a.m. to 4 p.m.

Motion by Auxier, supported by Koeble, to recommend approval of the Huron Valley Disc Golf PDGA Disc Golf Tournament application, dated June 20, 2019, for event on August 4, 2019 from 8 am to 4 pm, contingent on a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that group be charged \$2 per participant.

VOICE VOTE: Ayes: 3 Absent: 1 (Dolan) Vacancy: 1 MOTION CARRIED

4. Scholarship Program – No changes

D. Special Projects

1. T'Ball Fencing & Field Upgrade Project - Completed
2. Sun Shade for Adult Workout Area – Permit is in process

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – No update was made.
2. Beautification Committee – No update was made.

F. Signage and Community Awareness

1. Entrance Signs/Park Rules/Way-finding Signs – In process, bids being received by Supervisor

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: 3 Absent: 1 (Dolan) Vacancy: 1

MOTION CARRIED

Meeting adjourned at 3:43 p.m.

Respectfully submitted,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Debra Henneman
Parks Coordinator