



**Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall Small Conference Room
Tuesday, July 21, 2020
3:00 p.m.**

1. Call to Order

Dolan called the meeting to order at 3:00 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Koeble, Auxier, Muck, Mougrabi

Board Members Absent: None

Also Present: Deby Henneman, Parks & ADA Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Dolan, supported by Koeble, to approve the agenda as amended, adding HERO Land Use Agreement and Park Use Application for HCSC Fall Soccer.

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Muck, to approve the minutes from the June 23, 2020, Regular Meeting as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

There was no correspondence.

8. New Business

Covid-19 Update – Dolan stated staff has returned, and the Township is conducting in person meetings with required social distancing and the request that all visitors and committee/board members wear masks in common/public areas of the building. Outdoor gatherings in the park are limited to 100 people.

9. Unfinished Business

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

1. Iron Belle & Lakelands Trail Update

Hohl stated there would be a work session on August 6, 2020 at Noon to discuss the development of a request for proposal (RFP) for major maintenance of the Mike Levine Lakelands Trail.

2. Grant Update – MNRTF & Passport Grant Submissions

Dolan stated the Township is on the agenda for a presentation to the Trust Fund Board in August, and the consultants from Spicer have been hired to assist with the presentation. Drone footage for the presentation will be taken.

3. AARP Community Challenge Grant Submission

Henneman stated our Pickleball Project has been passed on for grant funding through AARP.

B. Township Park Use Policy/Fee/Procedures

1. Policies & Procedure Manual – Updates pending

2. Park Fee Schedule & Changes – Updates approved

3. Senior/Community Center Application and Rules & Regs – Updates approved

4. Covid Protocol – No updates

C. Administrative Services

1. Park Coordinator’s Report

Parks Coordinator’s Report for July 2020 was received and filed.

2. Senior/Community Center Report

Senior Center Report for July 2020 was received and filed.

3. Scholarship Program

No updates.

4. Park Use Requests:

A. HERO – Land Facility Use Agreement – Family Fun Fest

Motion by Dolan, supported by Koeble, to recommend the execution of the Land/Facility Use License Agreement H.E.R.O./Hamburg Fun Fest, 3-year agreement to the Township Board.

VOICE VOTE: Ayes: 5

MOTION CARRIED

B. HCSC – Park Use Application for Fall Soccer Season

Motion by Dolan, supported by Auxier, to recommend approval of the application for HCSC dated 7/2/20 for their 2020 fall season, contingent on opportunities for field use as determined by the Parks Coordinator and based on Township Covid-19 protocol and use will be subject to Executive Orders, that proof of insurance naming Hamburg Township as additional insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, that use will not be allowed during Blackout Dates and that the Concession stand remain off limits.

VOICE VOTE: Ayes: 5

MOTION CARRIED

5. Scholarship Program – No changes

D. Special Projects

1. Adult Work Area – Phase 2– No updates.
2. Equipment upgrade in Playgrounds – No updates.
3. Community Clean-Up Event – Canceled until April 2021.
4. Project List – Pending.

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – None.
2. Beautification Committee – Henneman stated that plaques have been ordered for the gardens that have been adopted thusfar.

Dolan stated that the pads for the commemorative benches will be poured by the fall.

F. Signage and Community Awareness

There were no updates.

G. Risk Management (Insurance/ADA)

There were no updates.

10. Call to the Public

A call was made with no response.

11. Committee Comments

There were no committee comments.

12. Adjourn Meeting

Motion by Mougrabi, supported by Dolan, to adjourn the meeting.
VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 3:30 p.m.

Respectfully submitted,



Debra Henneman
Parks & ADA Coordinator