



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, July 27, 2021
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: Auxier, Michniewicz, Muck, Dolan

Board Members Absent: Mougrabi

Also Present: Deby Henneman, Parks & ADA Coordinator, Duane Hoepfner, Building & Grounds Team Lead

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Dolan, supported by Michniewicz, to approve the agenda as presented.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Auxier, to approve the minutes from the June 22, 2021, Regular Meeting with removal of motion under Call to Order.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

Oriental Bittersweet concerns email was received and filed.

Motion by Dolan, supported by Michniewicz, to direct the Park Coordinator to work with Building & Grounds and the MSU Extension to confirm the extent of the Oriental Bittersweet issue on township parklands, and to formulate a plan for its proper removal based on the expert recommendation.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

It was mentioned that perhaps the removal of this invasive species could be done during a spring clean-up event.

8. Current Business

A. Event Signage Policy – Discussion with Zoning Administrator Chris Madigan

Madigan reviewed the proposal and suggested changes to the language. The policy would be for municipally owned & operated parkland/trail sites only.

Muck suggested language that states the approval is for approved park users using Township facilities, and all other uses must apply to either the County or MDot based on the requested location of signage.

Henneman will make updates to sign policy and distribute for comments.

Dolan suggested a list of areas where directional signage could be installed for wayfinding purposes should be developed.

Henneman had started a wayfinding proposal and will send information she had gathered for review. **Wayfinding signage proposal and updated sign policy will be forwarded to Committee at future meeting for their recommendation.**

B. PayPal/QR Code Proposal

Henneman stated no updates to original plan have been made.

Dolan suggested that changes should be recommended to park fee policy to eliminate the stated fees for Disc Golf.

Motion by Dolan, supported by Auxier, to recommend the Park Facility Use Fee Schedule and Park Policy be updated to state there are no fees for the outdoor facilities including: Disc Golf, Adult Workout, Volleyball, Pickleball, and Trailheads, but that donations for maintenance of these facilities is appreciated.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi)

MOTION CARRIED

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail – No Supervisor update.

B. Township Park Use Policy/Fee/Procedures

1. Park Facility Use Policy – No updates.

2. Covid Protocol – No updates.

C. Administrative Services

1. Park Coordinator's Report – June 2021 – No report

2. Senior Center Report – July 2021 – Report received and filed

3. Scholarship Request – None

4. Park Use Requests

a. Blackout List – No updates

D. Special Projects

1. Equipment Upgrade in Playgrounds – Dolan stated American Rescue funding may pay for upgrades. Muck stated he would like to be part of the design and bid process for playground.
2. Hay Creek Bridge Project – MDNR has been sent updated agreement documents. We are ready to bid.
3. Hamburg RC Flyers – RC Car/Truck Track – Conceptual Play – No update
4. Pickleball Court Project – Paint should be done by weekend, and fence will be installed first week in August.

E. Sponsorships/Volunteerism/Scholarships

1. Eagle Scout Project – No updates.
2. Amenities and Beautification Committee – No updates.

F. Signage and Community Awareness

1. Event Signage Policy – See Current Business.

G. Risk Management (Insurance/ADA)

There were no updates.

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments were made.

12. Adjourn Meeting

Motion by Dolan, supported by Michniewicz, to adjourn the meeting.

VOICE VOTE: Ayes: 4 Absent: 1 (Mougrabi) MOTION CARRIED

Meeting adjourned at 4:04 p.m.

Respectfully submitted,



Debra Henneman
Parks & ADA Coordinator