



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, May 24, 2022
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: Michniewicz, Muck, Dolan, Auxier

Board Members Absent: Member At Large - Vacant

Also Present: Deby Henneman, Township Coordinator, Pat Hohl, Supervisor, Duane Hoepfner, Building & Grounds

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Muck, to approve the minutes from the April 26, 2022 Regular Meeting as presented.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business - None

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail

- a. Hay Creek Bridge Project – Updated completion date: 6/1/22 - Hoepfner reported that project is coming along, and railings and deckboards are going in next. Project is at about 75% complete.
- b. Trail Maintenance Project – No update
- c. Huron River free-span Bridge Project – No update

2. 5-year Master Plan Update – Coordinator requested bids, has received 1 so far. Will be sending bid tab directly to board with recommendation next month.
3. West Park Trust Fund Grant – Dolan announced that Hamburg Township has been invited to present the proposed project for Bennett Park & Water Trail Access Improvements to the MDNR Trust Fund Board, Grant #TF22-0107, at their meeting in June.

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates pending.
2. Community Center Policy & Fee change – Park Ranger duties were discussed, and it was suggested that striping of the playing fields and monitoring of the ADA parking spaces, could be suggested to Public Safety, as an addition to their list of duties.
3. Administrative Fee Schedule – Updates pending.

C. Administrative Services

1. Park Coordinator's Report – May 2022 – Report received and filed
2. Senior Center Report – May 2022 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests
 - A. PowerAde Tournament – August 20-21, 2022 (re-application)

Motion by Auxier, supported by Muck, to recommend approval of the Park Facility Use Application for Michigan Alliance FC for the PowerAde Tournament August 20 & 21, 2022 as outlined in re-application packet, and pending public safety review to set hazard level. Contingent on all requested documents being received to the Clerk Department's satisfaction.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large) MOTION CARRIED

- B. PHS Wrestling Boosters – Scrap Metal Drive – June 25-26, 2022

Motion by Muck, supported by Auxier, to recommend approval of the Pinckney Wrestling Club application for use of the Pettysville Trailhead for their Scrap Metal Drive Event, scheduled for June 25-26, 2022 contingent on the Clerk's Department receiving requested documents to their satisfaction.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large) MOTION CARRIED

Discussion took place regarding the Baseball Opening Day Event regarding the number of attendees, and the vendors who were present without Fire Department inspection or permit. It was explained that in years past a separate application was required, however, the last few events have been covered under the regular park use application. Coordinator to draft a letter to the applicant letting them know what will be expected in the future for events of this nature. They will be required at minimum to provide a dumpster, empty the trash cans, provide extra portable toilet units (and/or extra cleaning of the Township provided units), avoid parking in the Library lot during business hours, and comply with vendor application requirements by Public Safety.

D. Special Projects

1. Community Clean-Up Event – Saturday, April 23, 2022 – 9AM to 3PM – Recap pending metal credit.
2. East Park Playground Renovation Project – Bids requested from vendor
3. Baseball Dugout Renovation Project – Construction to start in July, to be done by end of summer 2022.

Dolan reported that he has hired a vendor to powerwash and paint structures and tables in the parklands. The following items will be receiving attention:

- West Park Gazebo
- East Park Picnic Pavilions and Tables
- Winkelhaus Park Gazebo and Tables

Dolan announced that a second pickleball area is being investigated and will be funded by a generous donor. All contractors used on the first project have been approached to give pricing for a second court.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – Updates will be made to program. Benches will be going up.

F. Signage and Community Awareness

1. Wayfinding Signage – Updated bids requested.

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands - No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments.

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

Meeting adjourned at 3:43 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, June 28, 2022 – 3:00 p.m.