



Hamburg Township Parks & Recreation

Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)222-1124
www.hamburg.mi.us

Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Monday, October 25, 2022
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: Michniewicz, Dolan, Auxier, Muck

Board Members Absent: McCabe

Also Present: Deby Henneman, Township Coordinator

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

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

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the September 27, 2022 Regular Meeting as presented.

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

MOTION CARRIED

7. Correspondence

Letter of Concern re: 2022 Fun Fest Programming was received and filed.

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Master Plan Renewal

1. Master Plan Draft – Distribution

Henneman stated that comments and suggested edits are due to her no later than 11/2/22 in order to be incorporated into the final draft which will be presented to the Township Board at their 11/15/22 meeting.

2. Timeline Review & Next Steps

Comments on final draft – Due Date – 11/2/22
Motion for Public Review – Township Board – 11/15/22
Public Review Period – 11/15/22 – 12/15/22
Recommendation of Adoption – Parks Meeting (Special) - 12/20/22
Public Hearing and Adoption – Township Board – 1/3/23

Master Plan Renewal Deadline: 2/1/23

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail
 - a. Hay Creek Bridge Project – Funding Requested
 - b. Trail Maintenance Project – Complete – Awaiting Funds
 - c. Huron River free-span Bridge Project – No update
2. 5-year Master Plan Renewal – Update – Final Draft will be sent to TB for 11/15/22 meeting
3. West Park Trust Fund Grant – No update

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates pending.
2. Community Center Policy & Fee change – Updates pending.
3. Administrative Fee Schedule – Updates pending.

C. Administrative Services

1. Park Coordinator’s Report – October 2022 – Report received and filed
2. Senior Center Report – October 2022 – Report received and filed
4. Scholarship Request – East Michigan Panthers – Fall 2022 Season

Motion by Auxier, supported by Dolan, to approve the Every Child Shall Play Scholarship request for East Michigan Panthers as presented.

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

MOTION CARRIED

5. Park Use Requests – PCS Cross Country Event – 11/1/22 (approved TB 10/18/22)

Henneman stated the application and supporting documentation for the event has been provided in the packet as information only. No action is needed as the Township Board has already approved the event.

Dolan stated the issues raised at the last meeting were discussed verbally with the Cross Country coach and they understand the concerns of the committee. Public safety will be present to assist with the safety concerns, and they recommended to waive fees, which the Township Board approved.

D. Special Projects

1. East Park Playground Renovation Project – No updates. Dolan will advise PCS Cross Country of the planned location.
2. Baseball Dugout Renovation Project – Small repairs to shingles, weather permitting.
3. Pickleball – Ground has been prepared for Court #3.
4. RC Car/Truck Track proposal – No update.

Dolan will advise PCS Cross Country of planned location of Car/Truck track.

5. Sledding Hill (RC Field) – MMRMA Risk Consultant came out to inspect and gave guidelines. Signage will need to be ordered, and plan for icy conditions will need to be secured with Building & Grounds.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No updates
2. Commemorative Bench & Tree Program – Benches installed at Village Trailhead. Plaque proofs ordered.

F. Signage and Community Awareness

1. Wayfinding Signage – Proofs and pricing has been requested.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands - No update
2. Pedestrian Crossings along Lakelands Trail – 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 (McCabe)

MOTION CARRIED

Meeting adjourned at 3:35 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, November 22, 2022 – 3:00 p.m.