



# Hamburg Township Parks & Recreation

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

Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Tuesday, June 27, 2023  
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, McCabe, Auxier

Board Members Absent: Muck

Also Present: Deby Henneman - Township Coordinator, 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 Dolan, to approve the agenda with the removal of Howell Recreation Organization – Park Use Discussion, as they will be moving their presentation to July.**

**VOICE VOTE: Ayes: 4 Absent: 1 (Muck)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Dolan, supported by McCabe, to approve the minutes from the May 30, 2023 Regular Meeting, with the correction of the approval of the minutes to reflect correct committee members.**

**VOICE VOTE: Ayes: 4 Absent: 1 (Muck)**

**MOTION CARRIED**

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Howell Recreation Organization

Discussion moved to July.

B. Livingston United Way – Reading Trail Program – Village Trailhead

Henneman reviewed the United Way Reading Trail program which is planned for the Village Trailhead, and has been included in the conceptual plan for the Spark Grant.

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail – Supervisor Update

- Huron River free-span Bridge Project – No update. However, the railroad is replacing their bridge soon.
- MDNR Spark Grant – ARPA-0863 – submitted 6/26/23
  - i. Lakelands Trail Restroom & Amenities Project
  - ii. Requested 1,000,000 - \$350,000 possible match
  - iii. Drafted in house, with Spicer support and concept plan development
- Ralph C. Wilson Jr. – Trail Maintenance Grant – Zukey Lake Footbridge – submitted 5/15/23
  - i. Award by 8/1/23
  - ii. \$100,000 request/\$40,000 possible match
  - iii. Drafted in house by Coordinator

2. Master Design Plan – Spicer Group to design concept plan for entire park including “Park within a Park” concept for West Park Improvements (See grant)

3. Bennett Park & Senior Center – Coordinator Update

- TF22-0107 Bennett Park & Water Trail Access Improvements – Master Design plan pending
- LCCOA Grant – ADA Accessible Patio Doors & Other improvements – On order

Dolan reported on project and the funding received. Project will include 2<sup>nd</sup> set of Accessible Patio Doors, New Flooring, New Chairs, and room dividers.

- HERO Grant – Intergenerational Play Area Concept – Pending

**B. Township Park Use Policy/Fee/Procedures**

1. Park Use Policy updates – No updates

2. Park Use Fees – When reviewing fees, additional charges for the Township arranging for portable toilet and garbage service will be investigated. The other alternative will be requiring that the Township vendor be used, and that user comply with suggested units based on the chart provided by the portable toilet vendor.

**C. Administrative Services**

1. Park Coordinator’s Report – May 2023 – Report received and filed

2. Senior Center Report – May 2023 – Report received and filed

3. Scholarship Request – East Michigan Panthers

**Motion by Auxier, supported by Michniewicz, to approve the scholarship request from East MI Panthers for their spring 2023 season at the maximum allowable amount per the submitted request.**  
**VOICE VOTE: Ayes: 4 Absent: 1 (Muck) MOTION CARRIED**

4. Park Use Requests

A. Legacy Center/Michigan Alliance – PowerAde Tournament

**Motion by Michniewicz, supported by Auxier, to recommend approval to the Township Board after review and setting of hazard level by Public Safety, with a contingency that the Clerk Department be provided all requested documents to their satisfaction, and with the additional requirement that the applicant be charged for additional portable toilets, at a number suggested by the Township vendor based on the anticipated participants, along with a rubbish dumpster, all of which will be arranged by the Township Coordinator and included in their park fee invoice.**

Voice Vote: Ayes – 4 Absent: 1 (Muck)

**MOTION CARRIED**

**D. Special Projects**

1. Baseball Dugout Renovation Project – B&G will make further repairs
2. Pickleball Court #3 – Is complete. Ribbon cutting TBD.
3. RC Car/Truck Track proposal – No further update.
4. Sledding Hill (RC Field) – No update
6. Bennett Park & Water Trail Access Improvements – Pending Master Design
7. Scheduling Software/Invoicing and Donations – Digital Options – Bids being gathered.

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee – No report
2. Community Clean-Up – Final Report received and filed.

**F. Signage and Community Awareness**

1. Wayfinding & Safety Signage – Traffic Circle sign has been delivered and is lined up for installation.
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker is in. Ribbon Cutting will be arranged with State of MI and Historical Museum.

**G. Risk Management (Insurance/ADA)**

1. ADA Compliance in Parklands – No updates

10. Call to the Public

A call was made with no response.

11. Committee Comments

Dolan stated he will be arranging an onsite visit with the MDNR staff.

12. Adjourn Meeting

**Motion by Auxier, supported by Michniewicz, to adjourn the meeting.**  
**VOICE VOTE: Ayes: 5**

**MOTION CARRIED**

Meeting adjourned at 3:52 p.m.

Respectfully submitted,



Debra Henneman  
Township Coordinator  
Parks, ADA, Grants, Ordinances

**Next meeting: Tuesday, July 25, 2023 – 3:00 p.m**