



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, April 30, 2024
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:05 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Muck, Auxier, McCabe

Board Members Absent: None

Also present: Deby Henneman, Township Coordinator and Duane Hoepfner, Building & Grounds Superintendent

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: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by Dolan, to approve the minutes from the March 26, 2024 Regular Meeting, with minor change to the motion to adjourn to replace McCabe with Dolan.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter and Resident email were received and filed.

Hamburg Flyer's RC Club – Field Regulations Update – Gene Doncea, President addressed the Committee. He stated that the Regulations through the Federal Aviation Administration (FAA) were updated and, in turn, caused Hamburg Flyers RC Club to update theirs. The updated language was adopted by their club and filed with the FAA, a copy of which has been provided in the packet for reference.

Motion by Dolan, supported by Auxier, to recommend approval of the updated regulations as required to remain compliant with the FAA.

VOICE VOTE: Ayes: 5

MOTION CARRIED

8. Current Business

A. Story Walk Trail Project – United Way & Great Start Livingston – Discussion

Committee discussed project proposed for unstallation of up to Two(2) Story Walk Trails to be installed in Hamburg Township. Proposed sites discussed were: Lakelands Trail: Near Country Elementary & Village Trailhead. Concerns were raised with signage along the Lakelands Trail as the trail system is heavily used and young children stopping and reading could be hazardous. The Village Trailhead location is better, but it was recommended that a looping trail stem from the main trail in order for those reading to be out of the flow of traffic.

Holly Hentz, Hamburg Library, expressed support for a project like this, and would like to see Manly Bennett be considered as a location for a reading trail. She said the trails she has been to have been nicely done.

Motion by Muck, supported by Auxier, to support the concept/vision of a Story Walk at the Village Trailhead, and to request that the Park Coordinator speak to the donor to gauge the feasibility of installing the 2nd reading trail in Manly Bennett Park – West, to be incorporated in the “Park within a Park” project and to confirm the Memorandum of Understanding language prior to presenting final proposal to the board.

VOICE VOTE: Ayes: 5

MOTION CARRIED

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.
- Ralph C. Wilson Jr. – Trail Maintenance Grant – Zukey Lake Footbridge – No update.

2. Park Master Design Plan Concept – No update.

3. Bennett Park & Senior Center

- TF22-0107 Bennett Park & Water Trail Access Improvements – Spicer is finalizing the design. Henneman and Hoepfner attended the Freedom River Board meeting, and discussed the need for volunteers to assist with clean-up at the Kayak Launch site. They are in favor of collaborating with our organization.
- HERO Grant – Intergenerational Play Area Concept – Spoke to group about having smaller areas in multiple locations in lieu of one area. They are in favor of considering pieces in areas such as Manly Bennett West, Near Pickleball, Manly Bennett East, and the Village Trailhead.

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – No updates

2. Park Use Fees – Updates were provided in the packet as a reference. They have been sent to the Township Board for a first reading. Major change includes the ability to negotiate a seasonal contract with our partnering groups.

C. Administrative Services

1. Township Coordinator’s Report – April 2024 – Report received and filed

2. Senior Center Report – April 2024 – Report received and filed

3. Scholarship Request – None

4. Park Use Requests

A. PYA – Football Season 2024

Motion by Muck, supported by Auxier, to recommend approval of the Park Use Request for PYA as presented, with the contingency that the Clerk Department be provided all requested documents to their satisfaction.

VOICE VOTE: Ayes: 5

MOTION CARRIED

D. Special Projects

1. Baseball Dugout Renovation Project – Duane will be getting pricing on the dugout repairs, and will be doing the upgrades to the interior floor of the dugouts with his crew. The roofs on all dugouts will be replaced through the Township-wide claim.

PHBSA is currently making upgrades to the T'Ball fields.

2. Bennett Park & Water Trail Access Improvements – Duane announced improvements to the West Park parking lot are coming.
3. Scheduling Software RFP – Shortlist on hold.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No report

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – No update

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – Transition plan was distributed to staff/Township Board.

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments were made.

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 4:08 p.m.

Respectfully submitted,

Deby Henneman, ADAC
Township Coordinator
Parks, ADA, Grants, Ordinances