



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, June 25, 2024
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:03 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Auxier, McCabe

Board Members Absent: Muck

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 Michniewicz, to approve the agenda as presented.

VOICE VOTE: Ayes: 4 (Muck absent)

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by McCabe, to approve the minutes from the May 28, 2024 Regular Meeting, as presented.

VOICE VOTE: Ayes: 4 (Muck absent)

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 – No Update

- Huron River free-span Bridge Project – No update.
- Ralph C. Wilson Jr. – Trail Maintenance Grant – Zukey Lake Footbridge – No update.

- Great Start Livingston Story Walk at the Village Trailhead – Henneman reported that parking expansion and pathway were in progress.
2. Park Master Design Plan Concept – No update.
 3. Bennett Park & Senior Center
 - TF22-0107 Bennett Park & Water Trail Access Improvements – Cynthia Todd from Spicer Group presented to the Committee. She reviewed progress to date on grant, and what the next steps were. She presented the concept plan to date, and requested input from the committee.
 - HERO Grant – Intergenerational Play Area Concept – Pending.
 - East Park – Flyer Field Fencing – RFP will be required to increase the height of the safety fencing which is in disrepair
 - East Park Event Area – Needs Fertilizer and Seed
 - West Park Soccer Field Pathway Improvements – RFP needed, covered under grant
 - West Park Flooding H3 – Duane stated we need more bids as the repairs were more than anticipated
 - East Park Infield Gravel – PHBSA has left the gravel and doesn't seem to be doing any further work with it. It needs to be moved as it is a hazard. Henneman to reach out.

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – No updates
2. Park Use Fees – 2nd reading/adoption slated for July 2, 2024

C. Administrative Services

1. Township Coordinator's Report – June 2024 – Report received and filed
2. Senior Center Report – June 2024 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests

A. KLAA Cross Country Championship – October 17, 2024 – BLACKOUT (East Park)

Motion by Dolan, supported by Auxier, to recommend approval of the KLAA Cross Country Championship park use application dated 6/19/24 for use of the East Park as a Blackout for October 17, 2024 from Noon – 7 PM, contingent on all required documents being submitted to the Clerk's office, and that public safety is available to support the event and set the hazard level.

VOICE VOTE: Ayes: 4 (Muck absent)

MOTION CARRIED

Auxier left at 4:30 p.m.

D. Special Projects

1. Baseball Dugout Renovation Project – Dolan contacted vendor to power wash and paint the dugouts. Roof bids are coming back in now and they will be replaced under insurance claim.
2. Bennett Park & Water Trail Access Improvements – West lot improvements taking place and balance will be under Grant.

3. Scheduling Software RFP – Shortlist on hold.
4. Village Trailhead Parking & Story Walk – Bids in and excavator hired. Work should be done by mid-July.
5. Fertilizer & Feed – Duane stated the weed and feed should be occurring on all areas of the grass not just the playing fields. He suggests the vendor increase their service area.

Motion by McCabe, supported by Dolan, to pass along concerns regarding common area of the parklands and request that in the future they be included in the serviced area for weed and feed applications.

VOICE VOTE: Ayes: 3 (Muck & Auxier absent)

MOTION CARRIED

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 – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

None

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 3 (Muck & Auxier absent)

MOTION CARRIED

Meeting adjourned at 4:50 p.m.

Respectfully submitted,

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