



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, September 30, 2025
3:30 p.m.

1. Call to Order

Muck called the meeting to order at 3:36 p.m.

Motion by Michniewicz, supported by McCabe, to have Muck run the meeting in Dolan's absence.

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, McCabe, Michniewicz

Board Members Absent: Dolan, Miller

Also present: Township Coordinator Deby Henneman, Building & Grounds Duane Hoeppner

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

6. Approval of the Minutes

Motion by Michniewicz, supported by McCabe, to approve the minutes from the July 22, 2025 Regular Meeting, updating Adjournment motion to reflect Muck in lieu of Miller.

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

7. Correspondence

None

8. New Business

None

9. Old Business

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

1. Pending Grants

- MDNR Lakelands Trail Maintenance Grant – Payment received/Grant Closed
- MDNR Wind Turbine Art Amenity Project – Project Complete/Grant Closed
- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - Construction schedule to be amended

Hoepfner reported that kayak launch construction has been delayed as manufacturing of the launch is backlogged. He stated the asphalt will be installed once the launch installation takes place. He also mentioned there is a blockage upstream that is causing issues with water flow. The block seems to be inside a culvert running beneath the railroad tracks.

McCabe asked about the downed trees on the river side and if there was anything being done.

Hoepfner stated Momentum has been hired to clear the damage done on the Boardwalk, and will be clearing the entrance as well. He stated the boardwalk pricing came in at around \$12,000 and Clerk Dolan is checking into insurance claim. Currently in a holding pattern.

McCabe asked about the trail around the soccer fields.

Hoepfner stated the trail has been completed, but there is some finish work that still needs to be done. He will contact the contractor for update.

- Zukey Footbridge – Pending Scores

Hoepfner reported that estimated costs for the bridge replacement have been obtained by L.J. Construction which seem to be in line with the amounts estimated in the grant application.

- Village Trailhead Improvements – Pending Scores

2. Park Master Design Plan Concept – No update

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Pending
2. Park Use Fees – Pending

C. Administrative Services

1. Township Coordinator's Report – September 2025 – Received and filed
2. Senior Center Report – September 2025 – Received and filed
3. Community Resource Officer Report – No report given

Muck requested update on most recent Tournament.

Hoepfner stated H8 was used for parking which worked well.

Motion by Muck, supported by Michniewicz, to request a recap of the Park Ranger activities/stats including public interactions, reporting of maintenance concerns, and supporting Park functions/events, for the past 3 years of activity. A monthly report should also be considered.

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

4. Scholarship Request – East MI Panthers – 2 participants

Motion by Michniewicz, supported by McCabe, to approve the Every Child Shall Play Scholarship request for 2 participants at \$150 each for a total of \$300 for the East MI Panthers user group.

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

5. Park Use Requests

None

D. Special Projects

1. Iron Belle Trail/Lakelands Trail Projects

- Enclosure for Portable Toilets (all Trailheads) – Clerk getting bids
- Eagle Scout Project – Lakelands Trail Interpretive Signage Project – Kashian – Complete
- Eagle Scout Project – Lakelands Trail Scout Respite – Cox – Complete

2. Manly Bennett Park

- Boardwalk Repairs – Boardwalk has been shut down due to damage by a fallen tree. Quotes received and pending Clerk action.
- West Park Field Repairs – H3 – Field remains unusable/swampy. Low priority until use is solidified.
- Great Start Livingston Story Walk in West Park – Pending – funding has been eliminated
- Intergenerational Play Area – TBD
- Disc Golf – Requires maintenance of all Tee Posts, Decorative Tee Fencing, and Entrance Sign.

3. Other

- Wind Turbine Amenity Ribbon Cutting – Complete
- Sensory & Interpretive Garden Projects – Part of TF22-0107 (Adopted by Hamburg Garden Club)
- StoryWalk Gardens Village Trailhead – TBD (Adopted by Powers Flowers)

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – Looking for Volunteers!

F. Signage and Community Awareness

1. Wayfinding & Safety Signage – Signage has been ordered. Installation in progress.

G. Risk Management/Public Safety (Insurance/ADA)

1. ADA Compliance in Parklands – Transition Plan updates/inspections as time allows

10. Call to the Public

A call was made with no response.

11. Committee Comments

None

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 3 (Absent: Dolan, Miller)

MOTION CARRIED

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

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