



# Hamburg Township Parks & Recreation

Hamburg Township Offices  
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Hamburg Township  
Parks & Recreation Committee  
Regular Meeting  
Hamburg Township Hall  
Tuesday, June 24, 2025  
3:30 p.m.

1. Call to Order

Dolan called the meeting to order at 3:31 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, McCabe, Michniewicz, Muck

Board Members Absent: Miller

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

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

**VOICE VOTE: Ayes: 4 (Absent: Miller)**

**MOTION CARRIED**

6. Approval of the Minutes

**Motion by Michniewicz, supported by McCabe, to approve the minutes from the May 27, 2025 Regular Meeting, as presented.**

**VOICE VOTE: Ayes: 4 (Absent: Miller)**

**MOTION CARRIED**

7. Correspondence

A. Hamburg Museum Newsletter – June 2025 – Michniewicz shared that she volunteered at the Museum for their Tea Party event on June 21<sup>st</sup> and there were 16 people in attendance. It was a nice event.

B. Project Play Grant Information – Henneman shared that she had a meeting with the Project Play Rep along with Julie Eddings (Senior Center) and Holly Hentz (Library). The grant program helps to fund equipment for programming and is part of the Ralph C. Wilson Jr. initiative. Information was provided in the packet for the User Groups as they would be able to apply for these funds as well. She asked specifically about summer camps.

8. Current Business

**A. 2025 Clean Up Day Report – Final Cost**

Report was received and filed.

9. Old Business

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

1. Pending Grants

- MDNR Lakelands Trail Maintenance Grant – Crack Filling
  - Work has been completed.
  - Status on Grant reimbursement pending.
- MDNR Wind Turbine Art Amenity Project – Bench
  - Sgt. Paul almost done with painting
  - Clear Coat has been ordered from Wolverine Paint
  - Ribbon Cutting to be scheduled
- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
  - EGLE permit in process
  - Contractor has been selected, updating pricing has been presented
  - Timeline pending MDNR Approval of Contractor
  - Interpretive Sign updates have been made according to Committee suggestions

**Motion by Michniewicz, supported by McCabe, to recommend approval of the project plan for MNRTF#22-0107 as outlined, but to include the Gazebo walkway and the ADA linking path to from the parking area to the sidewalk near the Adult Workout end of the parking lot, and to approve the increased costs due to the fact that the original grant was based on 2022 pricing and contingencies.**

**VOICE VOTE: Ayes: 4 (Absent: Miller)**

**MOTION CARRIED**

- Zukey Footbridge – Filed for Trust Fund Grant 4/1/25
  - 25.26 FY Improvement
  - Dolan was asked to do a Presentation to the MDNR Board for the Project
  - Thank you to Courtney Paton for pulling together the PowerPoint!
- Village Trailhead Improvements – Filed for Recreation Passport Grant 4/1/25
  - 26.27 FY Improvement
  - Powers Flowers to adopt the Gardens at the StoryWalk

2. Park Master Design Plan Concept – No update

- Dolan stated that part of the Master Plan will be to address accessibility to Winkelhaus Park from the Village Trailhead. Need to have a conversation with the estate.

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

1. Park Use Policy updates – Pending – Township Coordinator hopes to have a draft to look at by August 2025 meeting.
2. Park Use Fees – No changes in fees proposed at this time, however, it has been suggested that a cap of 4 fields in West Park for Sports Tournaments be included in the Policy. It has not been discussed if the fees would be reduced to coincide with the reduction in fields.

**C. Administrative Services**

1. Township Coordinator's Report – June 2025 – Received and filed
2. Senior Center Report – None
3. Community Resource Officer Report – None

4. Scholarship Request – East MI Panthers – 1 Family

**Motion by Dolan, supported by Michniewicz, to approve the scholarship request for East Michigan Panthers in the amount of \$150.00 for 1 participant in their Jr. High program (fees \$300) as requested by them in their May 1, 2025 memo to the Township.**

**VOICE VOTE: Ayes: 4 (Absent: 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 – In Progress
- Eagle Scout Project – Lakelands Trail Scout Respite – Cox – Approved. Seeking funding support

**Motion by Michniewicz, supported by McCabe, to approve the Eagle Scout Project proposed by L. Cox and to provide funds not to exceed \$600 toward the project by way of reimbursing paid receipts, and by providing a bike rack through Hamburg Township's Adopt a Feature program.**

**VOICE VOTE: Ayes: 4 (Absent: Miller)**

**MOTION CARRIED**

2. Manly Bennett Park

- West Park Field Repairs – H3 – Hoepfner stated that a bid was received in the amount of \$16,000 last fall. At the time it was discussed that Buildings & Grounds could do the excavation and drainage tile work with their mini excavator, however, he feels it should be done by a professional. Discussion took place on the necessity of the repair pending the changes being discussed on Tournaments and the anticipated reduction in use of the fields. We will remain in a holding pattern for now, but the field does eventually need to be repaired as it has always been swampy and is unusable for residents.
- Great Start Livingston Story Walk in West Park – Pending Grant
- Intergenerational Play Area – TBD
- Disc Golf – Hoepfner reported that gravel wash out has been shored up and the course has been readied for the season. All wooden benches were replaced with benches through the Adopt A Feature program which are made from recycled materials and are maintenance free.

3. Other

- Wind Turbine Amenity Ribbon Cutting – TBD (July 2025)
- Sensory & Interpretive Garden Projects – Part of TF22-0107 (Adopted by Hamburg Garden Club)
- StoryWalk Gardens Village Trailhead – TBD (Adopted by Powers Flowers)
- Adopt a Feature Program – Coordinator to develop a marketing plan

Hoepfner updated the Committee on the condition of

**E. Sponsorships/Volunteerism**

1. Amenities and Beautification Committee – Looking for Volunteers!

**F. Signage and Community Awareness**

1. Wayfinding & Safety Signage – Signage will be ordered and installed as time allows.

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

1. ADA Compliance in Parklands – Transition Plan updates/inspections as time allows
2. Public Safety Concerns with Large Events – Updates pending

10. Call to the Public

A call was made with no response.

11. Committee Comments

Michniewicz stated that there may be trees available through the MSU Extension and she will provide information to Henneman and Dolan.

Muck asked about Powerade for August of 2025. Dolan stated a discussion took place and the event will be happening as proposed. He stated policy changes are forthcoming based on Chief Duffany's recommendation to limit the playable fields for all sporting Tournaments to 4 fields on both the East and West side of the park and to not have concurrent events.

12. Adjourn Meeting

**Motion by Dolan, supported by Muck, to adjourn the meeting.**

**VOICE VOTE: Ayes: 4 (Absent: Miller)**

**MOTION CARRIED**

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

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