



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, May 27, 2025
3:30 p.m.

1. Call to Order

Dolan called the meeting to order at 3:30 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

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

Board Members Absent: None

Also present: Township Coordinator Deby Henneman, Sgt. Megan Paul, Building & Grounds Duane Hoepfner

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Muck, supported by Dolan, to approve the minutes from the March 25, 2025 Regular Meeting, as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

Miller arrives – 3:32 p.m.

7. Correspondence

There was no correspondence.

8. Current Business

A. Eagle Scout Project – C. Kashian – Lakelands Trail Interpretive Signage Project

Henneman provided overview of project which includes 10 interpretive signs along the Mike Levine Lakelands Trail which will provide information about the flora and fauna in the area and a scavenger hunt element for young children. A QR Code will direct visitors to the Hamburg Township website for more information. A budget of \$4,000 is anticipated and a recommended donation of \$1,000 toward the project was suggested.

Motion by Miller, supported by Michniewicz, to support the Lakelands Trail Interpretive Signage Eagle Scout Project as presented and to support up to a \$1,000 donation for signage/capital expenses with funds paid directly to the sign company that the frames/posts are being purchased through.

VOICE VOTE: Ayes: 5

MOTION CARRIED

B. Eagle Scout Project – L. Cox – Boy Scout Respite Area Improvement Project

Henneman gave update on the project which proposes an upgrade of the aging Boy Scout Respite area just west of Merrill Rd. A proposal is forthcoming.

9. Old Business

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

1. Pending Grants

- Zukey Footbridge – Filed for Trust Fund Grant 4/1/25
 - 25.26 FY Improvement
- Village Trailhead Improvements – Filed for Recreation Passport Grant 4/1/25
 - 26.27 FY Improvement
- MDNR Lakelands Trail Maintenance Grant – Crack Filling
 - Work has been completed.
 - Status on Grant reimbursement pending.
- MDNR Wind Turbine Art Amenity Project – Bench
 - Concept approved, Sgt. Paul coordinating
 - Paint has been ordered from Wolverine Paint
- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - EGLE permit is in public input process
 - Contractor has been selected and is in process
 - Bid is being finalized – Timeline pending final plans
 - Interpretive Sign proof has been received and we are looking for input
 - Suggestions included:
 - Remove White Lodge launch which is on private property
 - Show amenities, restaurants, respites that are accessible
 - Keep focus on areas accessible from waterway
 - Remove trailheads except for Merrill

2. Park Master Design Plan Concept – No update

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – None
2. Park Use Fees – Discussion took place regarding possible fee review, and possibility of rolling in costs associated with vendor services required for larger events.

Dolan asked if more Park Rangers would be helpful.

Muck stated that waiver of fees should no longer be something that is done. Stated percentage of Hamburg kids should be considered when approving.

C. Administrative Services

1. Township Coordinator's Report – May 2025 – Received and filed
2. Senior Center Report – May 2025 – Received and filed
3. Community Resource Officer Report – Jaguar Tournament went well, Public Safety Brief was reviewed. She stated the Tournaments are too big and smaller events would be more manageable. She stated that the Prout 5K Event is being relocated.
4. Scholarship Request – None
5. Park Use Requests - None

D. Special Projects

1. Iron Belle Trail/Lakelands Trail Projects
 - Zukey Footbridge – Grant Award Announcement 12/2025
 - Wind Turbine Amenity – Mural Project – Paint Ordered
 - Enclosure for Portable Toilets (all Trailheads) - Pending
2. Manly Bennett Park
 - Bennett Park & Water Trail Improvements – Late Summer 2025
 - Great Start Livingston Story Walk in West Park – TBD
 - Intergenerational Play Area - TBD
3. Other
 - Wind Turbine Amenity Ribbon Cutting – TBD
 - Sensory & Interpretive Garden Projects – Part of TF22-0107
 - StoryWalk Gardens Village Trailhead – TBD (Adopted by Powers Flowers)
 - Adopt a Feature Program – Advertising Pending

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

None

12. Adjourn Meeting

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

VOICE VOTE: Ayes: 5

MOTION CARRIED

Meeting adjourned at 4:34 p.m.

Respectfully submitted,

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