



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, December 20, 2022
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:02 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

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

Board Members Absent: None

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

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

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

VOICE VOTE: Ayes: 5

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the November 22, 2022 Regular Meeting as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

A. Master Plan Renewal

1. Master Plan Draft – Final Draft Recommendation to Board

Motion by Auxier, supported by Michniewicz, to recommend approval and adoption of the 2023 Parks & Recreation Master Plan to the Hamburg Township Board of Trustees and to request that a Public Hearing be scheduled for January 3, 2023 at 2:30 p.m.

VOICE VOTE: Ayes: 5

MOTION CARRIED

2. Timeline Review & Next Steps

Public Hearing and Adoption – Township Board – 1/3/23
Master Plan Renewal Deadline: 2/1/23

9. Old Business

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

1. Iron Belle Trail/Lakelands Trail

- a. Hay Creek Bridge Project – Awaiting final \$5,000 payment
- b. Huron River free-span Bridge Project – Replacement of the RR Bridge will give us a copy of the Mussel survey for our project. Nothing new on Grant
- c. Lakelands Trail Maintenance – Crack seal will be done annually

2. 5-year Master Plan Renewal – see above

3. West Park Trust Fund Grant – Recommended for funding! Agreement will be forthcoming, project planned for 2023/2024 calendar years. Concession building was removed from scope. We have a new Grant Coordinator – Charamy Cleary.

4. 2023 Michigan Spark Grant – Discussion took place regarding the Michigan Spark Grant process, and the proposed projects the Township would apply for. This grant is intended to assist communities which were impacted by Covid and are in need of upgrades or repairs to their Park systems. Discussion took place regarding the specific projects the Township has in the Master Plan that would be best suited for this type of funding. The Lakelands Trail Trailheads were discussed as the areas most impacted, and improvements were suggested as follows:

- Restroom Facilities
- ADA Accessible Routes to Amenities & Services
- Pavillions & Picnic Tables/Seating
- Gravel Parking Lot Improvements

Motion by Muck, supported by Michniewicz, to direct Township Coordinator, with the input of the Supervisor and Clerk, to draft a conceptual plan for a MDNR Spark Grant supporting improvements at the trailheads along the Mike Levine Lakelands Trail with the following scope items: Restroom Facilities (such as vaulted toilets), Bike Repair Stations, Picnic Pavilion, ADA Accessible Routes to Services/Facilities, and consideration of Parking Lot Improvements as a possible Township match, and to bring the proposed plan back to the Parks & Recreation Committee at their January meeting.

VOICE VOTE: Ayes: 5

MOTION CARRIED

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates to Application language being reviewed, changes to be incorporated.
2. Community Center Policy & Fee change – Updates pending.
3. Administrative Fee Schedule – Updates pending.

C. Administrative Services

1. Park Coordinator's Report – December 2022 – Report received and filed
2. Senior Center Report – December 2022 – Report received and filed
3. Scholarship Request – None

4. Park Use Requests

- a. PCS Cross Country – Meet – August 18, 2023 (Blackout)

Motion by Auxier, supported by McCabe, to recommend the Township Board approve the Park Use Application from Pinckney Community Schools for the Pinckney vs Brighton Cross Country race on August 18, 2023 as outlined in the application dated December 15, 2022 as presented.

VOICE VOTE: Ayes: 5

MOTION CARRIED

D. Special Projects

1. East Park Playground Renovation Project – Hardscape has been installed and equipment has been ordered.
2. Baseball Dugout Renovation Project – Hohl and Dolan will take care of it with B&G staff.
3. Pickleball – To be completed spring 2023.
4. RC Car/Truck Track proposal – MOU needs to be signed, then final proposal will come to Parks Committee for recommendation and budget to the Township Board.
5. Sledding Hill (RC Field) – Dolan will be ordering signs.
6. Community Clean-Up – Scheduled for Saturday, April 22, 2023, 9 a.m. to 3 p.m.

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No updates
2. Commemorative Bench & Tree Program – No updates

F. Signage and Community Awareness

1. Wayfinding Signage – No updates
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands – Transition plan updates have been distributed and included in 2023 Parks Master Plan draft going to the Board for final approval 1/3/23.
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

Dolan wished everyone a Merry Christmas and a Happy New Year.

12. Adjourn Meeting

Motion by Michniewicz, supported by Muck, to adjourn the meeting.
VOICE VOTE: Ayes 5

MOTION CARRIED

Meeting adjourned at 3:58 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, January 3, 2023 - 2:30 p.m. – Public Hearing at Township Board Meeting

Next Parks Meeting: Tuesday, January 24, 2023 - 3:00 p.m.