



Hamburg Township Parks & Recreation

Hamburg Township Offices
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Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, April 28, 2026
3:30 p.m.

1. Call to Order

Dolan called the meeting to order at 3:32 p.m.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Dolan, Michniewicz, McCabe

Board Members Absent: Muck, Miller

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 with the addition of RC Truck track discussion.

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

MOTION CARRIED

6. Approval of the Minutes

Motion by McCabe, supported by Dolan, to approve the minutes from the March 24, 2026, Regular Meeting, as presented

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

MOTION CARRIED

7. Correspondence

A. Hamburg Museum Newsletter – Received and filed.

8. New Business

A. Park Use Application – PHBSA 2026 Baseball Season

Motion by Dolan, supported by Michniewicz, to recommend approval of the Park Use Application dated April 14, 2026, for PHBSA's Baseball/Softball Seasonal Use, for dates/diamonds to be scheduled with the Park Coordinator between April 20 and July 31,

2026, contingent on: the Clerk Department be provided with all requested documents to their satisfaction, that use not be allowed during Blackout Dates, that as a Partnering Group, in-kind donations for field maintenance may be credited toward fees, and that a Seasonal Flat Rate park use fee be established by the Township Board.

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

MOTION CARRIED

B. Park Use Application – PYA 2026 Football Season

Motion by Michniewicz, supported by McCabe, to recommend approval of the Park Use application by PYA dated 3/24/26 as submitted, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction, and that use of the fields will not be allowed during East Park blackout dates, and that as a Partnering Group, in-kind donations for field maintenance may be credited toward fees, and that a Seasonal Flat Rate park use fee be established by the Township Board.

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

MOTION CARRIED

C. Park Use Application – Legacy Center – Baseball Tournament & Seasonal Use for 2026

Motion by Dolan, supported by Michniewicz, to recommend approval of application for Legacy Silver Slam II Baseball Tournament, submitted 4/9/26, with the following contingencies: the certificate of Insurance be amended to name Hamburg Township as Additional Insured, the Clerk Department be provided all requested documents to their satisfaction, that the Township Board allow credit for in-kind field maintenance, if any, that applicant arrange for sanitary services/dumpster via our vendor and pay charges directly, that this application cover regular seasonal use for 2026 for games/practices, and that the applicant may request scheduling of future dates/times based on availability, and charged at current rate.

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

MOTION CARRIED

D. LCCC Special Ministries 5K

Motion by Michniewicz, supported by McCabe, to recommend approval of the application from Livingston County Catholic Charities as submitted, with the contingency that the organization work with the Township Coordinator to locate a suitable route and that the Certificate of Insurance be updated to name Hamburg Township as Additional Insured, that public safety as well as the MDNR, if applicable, be made aware of the event once the route is confirmed, and that all requested information be provided to the Clerk's Department to their satisfaction. Additionally, it is requested that a recommendation to waive all park use fees be considered due to the fund-raising nature of the event.

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

MOTION CARRIED

E. KLAA Cross Country Championships

Motion by Dolan, supported by Michniewicz, to recommend approval for the Park Use request for the KLAA Cross Country Championships, as outlined in application from Kensington Lakes Athletic Association & Hartland High School, on October 22, 2026 as a Blackout contingent on the following: that the applicant have a meeting with the Community Resource Officer and that Public Safety make a Hazard Level recommendation prior to it being presented to the Township Board, that all previous concerns be addressed, a pre-event meeting up to 2 weeks prior be scheduled with Public Safety, that all required paperwork be submitted to the satisfaction of the Clerk's office, that approval of event

signage is allowed in areas outlined in the Park Use Policy, that the applicant covers the cost of additional sanitary services to be arranged by Township, and that the applicant arranges for the proper number of volunteers 18+ adequately spaced in order to have full coverage throughout the day.

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

MOTION CARRIED

9. Old Business

A. Master Plan/Pending Grants/ Trails – RFP will be distributed.

B. Pending Grant Applications/Projects

- MDNR Manly Bennett Park & Water Trail Access Improvements #TF22-0107
 - No update
- MDNR Zukey Footbridge – TF25-0213
 - No update

C. Park & Trail Special Projects (Non-grant)

- West Park Field Repairs – H3 – Pending repair in spring 2026.
- Play Area Interactive Art – East Park Pavilion – Pending.
- Wayfinding & Safety Signage – Awaiting installation.
- Boardwalk in WP/Disc Golf – Boardwalk is closed due to extensive damage. We don't anticipate it will be open this summer. Updates to follow.
- Huron River Bridge – No update.
- **RC Track (added)** – Gene Doncea stated the club is ready to move forward with project. They have a track design & supply list that will be sent to Clerk. RC Track will be separate from RC Flyers, and will be a Township Facility that the Flyers will help monitor and maintain. There will be no fees and it will be open to the public.
- **Dog Park Discussion (added)** – Bruce Spencer asked if a Dog Park had ever been considered. Mike Dolan stated it is in Master Plan, however, funding may have to come from the public by way of a Go-Fund-Me type option. Mr. Spencer is interested in helping with the Master Plan process for this feature.

D. Administrative Services & Reports

- **Township Coordinator's Report** – April 2026 – received and filed
- **Senior Center Report** – April 2026 – received and filed
- **Community Resource Officer Report** – Officer Kozowicz will be the contact on the "Touch A Truck" feature at the America 250 Event. She stated she has already made contact with FD and will reach out to see if an Ambulance or the Drone Team would be available as well.
- **Building & Grounds Report** – Duane Hoepfner
 - Toppers on ball diamond fencing will be installed by early May.

- Legacy will be striping the parking lot for their event May 1-3, 2026.
- Wayfinding signage locations have been affirmed and will be going up soon.
- Legacy has grooming tractor for ball diamonds, would be beneficial for both organizations to have them help with maintenance of fields.
- Turf Tank will be out for Demo this Wednesday at 10AM.

E. ADA Compliance in Parklands/Trail/Township

- Transition Plan updates pending

F. Scholarship – Discussion - No discussion.

G. Sponsorships/Volunteerism - No discussion.

H. Township Events

250th Birthday of the US Celebration – June 20, 2026 – 2 PM

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments were made.

12. Adjourn Meeting

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

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

MOTION CARRIED

Meeting adjourned at 4:30p.m.

Respectfully submitted,

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