



## Meeting Minutes for Regular Meeting of the Park District of Ottawa County

Date: 11/6/2020  
Time: 9:00 AM

### 1. Call to Order by Gary Kohli

### 2. Roll Call

- |                               |                                       |
|-------------------------------|---------------------------------------|
| a. Gary Kohli – Chairman      | Present - Y                           |
| b. Angela LeForce – Secretary | Present - Y                           |
| c. Mike Shadoan – Treasurer   | Present - Y joined meeting at 9:18 AM |
| d. Judy Indorf                | Present - Y                           |
| e. Jack Madison               | Present – Y                           |
| f. Others:                    |                                       |
| i. Linda Amos                 | Present - Y                           |
| ii. Michael Bassett           | Not Present                           |
| iii. Beki Hineline            | Not Present                           |
| iv. Denny Patthoff            | Not Present                           |
| v. Becky Quisno               | Not Present                           |

### 3. Minutes for approval:



OCPD Meeting  
Minutes October 16, ;

Angela LeForce moved to approve the October 16, 2020 minutes.

Jack Madison seconded the motion to approve the October 16, 2020 minutes.

A vote was held to approve the minutes with the following outcome:

- Gary Kohli – Yes
  - Angela LeForce – Yes
  - Jack Madison – Yes
  - Mike Shadoan – Not Present for vote
  - Judy Indorf – Yes
- The motion carries

### 4. Fiscal Report:

Mike Shadoan gave the Fiscal Report – no change since last meeting

\$245 in Checking Account

\$ 5 in Savings Account

TOTAL \$250

### 5. Tax Levy Campaign:

The Park District of Ottawa County's 0.6 mil levy was passed by the voters during the November 3, 2020 General Election. Gary Kohli very appreciatively thanked the Levy Committee for their outstanding work in designing and executing the levy campaign, particularly with the constraints the COVID pandemic introduced. Gary emphasized that all members of the Levy Committee did a great job working to pass the levy and thanked the committee for their unrelenting commitment and teamwork throughout the entire effort. Gary and Judy noted the extraordinary efforts of Linda Amos, Beki Hineline and Becky Quisno throughout the entire campaign and the experience and know how brought to the committee through Michael Bassett's participation. Gary also recognized Judy Indorf's leadership and organization in identifying the committee and throughout the campaign.

Judy noted the Citizens for Ottawa County Park District bank balance is currently \$1794.66 which will remain in the account until needed or determined otherwise.

- a. The Levy Committee continues to progress our campaign.
- i. We continue to receive responses from our Solicitation Letter. To date we have received \$4620 in donations and have had \$2925.34 in expenses with a net balance of \$1694.66.
  - ii. Beki Hineline created a postcard for mailing to voters. We mailed postcards on a daily basis to all voters who requested a ballot by mail.
  - iii. We continue to see quite a bit of activity on our Facebook page and posts. This is an ongoing effort, so your input and ideas are welcome.
  - iv. Over 625 people viewed the post Beki made of an image of our signs!
  - v. All board members have been given a suggested vignette script. Thank you to Angela for recording hers. Becky Quisno added pictures to the audio and then posted on both the Ottawa County Park District Facebook page and the Citizens for Ottawa County Park District Facebook page. We can help others record their vignettes if desired. Judy recorded a vignette about trail safety which Becky Quisno also added pictures to and posted to both the Ottawa County Park District Facebook page and the Citizens for Ottawa County Park District Facebook page
  - vi. Lots of activity placing large and yard signs in the area. All large signs are in place and we have ~50 yard signs remaining. We had to move the large sign we placed at the Radiant Windows Warehouse site because it exceeded the size allowed within Oak Harbor village limits. Below is a summary of the locations of our large signs:
    1. Corner of 163, and 51 in Genoa – in place
    2. Corner of 163 and Genoa Clay Center Rd – in place
    3. Tri Motors dealership site in Oak Harbor – in place
    4. 163 east of 53 in Danbury Twp. – in place
    5. Sand Rd on Catawba – in place
    6. NE Catawba Rd on Catawba, south and on the east side of the road just south of Twin Oast – in place
    7. 579 and Genoa Clay Center Rd – believe in place (Tom Bergman)
    8. Rt 2 near Lake Erie Business Park (in place – Tom Bergman)
    9. Perry St in Port Clinton – in place
    10. Marblehead area – need a location
    11. Elmore, corner of 51 and 105 – in place
  - vii. Status of informing the following contacts of the Park District's levy:
    - Linda and Jack have talked to Mayor Mike Snyder of Port Clinton and he is very supportive. Mayor Snider and the Port Clinton Council formally approved a resolution to support our levy and this has been published in the Beacon.
    - Judy has talked to Diane Rozak, Danbury Trustee and while she is not against the levy her priority is the Danbury Fire Levy
    - Judy will contact Diane Rozak to determine if anyone could attend their trustee meeting to discuss the levy. The council's Oct 14, 2020 meeting agenda is full, but Dianne offered attendance at their Oct 28, 2020 meeting. Judy gave John Paul Dress, Danbury Twp. Trustee, a copy of our Voter Forum Introductory Note, our Frequently Asked Questions Fact Sheet and a postcard for each of the trustees, to hand out at their Oct 14, 2020 meeting. Judy then contacted Dianne after the meeting to determine if attendance at the Oct. 28, 2020 meeting would be beneficial, and Dianne indicated they received the material and there were no questions.
    - Judy attended the Marblehead Village Council October 14, 2020 meeting. The discussion with the members was positive with no negative comments.
    - Judy also contacted Tom Bergman, Mayor of Genoa to determine if they have an upcoming meeting that we could attend to discuss the levy. Tom indicated they do, but all council members are supportive of our levy and didn't think it was necessary for us to attend.
    - Gary will talk to the Port Clinton, Catawba and Put-in-Bay Park Committees
    - Jack will talk to John Paul Dress, Danbury Twp. Trustee
    - Jack talked to Peter Houston from the Put-in-Bay Gazette and gave him some signs.



Below is a summary of the meetings we will be attending:

- Done - Harris-Elmore and Genoa Library Voter Forum – October 13, 2020 6:00 PM to 7:30 PM via Zoom – Gary Kohli and Judy Indorf
  - Done - Marblehead Village Council – Wednesday October 14, 2020 6:00 PM – Judy Indorf
  - Cancelled due to Covid - Elmore Kiwanis – Wednesday October 14, 2020 – Gary Kohli and Linda Amos
  - Done - Oak Harbor Rotary Club – October 27, 2020 7:30 AM at Oak Harbor Golf Course – Gary Kohli and Judy Indorf
  - Done - Port Clinton City Council – Tuesday October 27, 2020 7:30 PM – Linda Amos and Jack Madison will attend
  - Port Clinton Rotary Club – November 2020 – Gary Kohli will attend
- b. Website - Doug Rogers has finished making our requested changes to our website.
1. Confirm we want to upload our minutes to the site.
  2. We also have two forms on the website – one to contact us to volunteer and one to request Zoom information to participate in our meetings. Currently, this form would go to Judy's email. Should we create an email account for the Park District? It will need to be monitored if created.
- c. We have received the certification of our levy ballot issue from the State of Ohio Board of Elections. The Ohio State Board of Elections has revised the ballot language. After discussions with the Trust for Public Land and the Ottawa County BOE, we agreed to leave the language as revised by the State.

#### 4. New Business:

Gary Kohli agreed to draft updated bylaws for the Park District and circulate for review and comments when complete.

Gary Kohli noted that with the levy now passed, the board needs to begin to chart a path for our future. He suggested we should create a committee to determine:

- How we establish a staff
- What type of staff we should create
- How we establish a salary
- Where we should establish a Park District office
- Consider working with Sandusky County Park District

Gary has received Erie Metroparks' hiring process and Andy Brown from Sandusky County Park District will send their hiring process also, both for our reference. Gary will forward this information to the board members when received.

Gary suggested a committee be formed to review the information we receive from Sandusky County Park District and Erie Metroparks regarding their hiring processes and this committee could make a recommendation to the board on our way forward.

The board discussed requests we have received to take over maintenance of trails and other property. Concern was voiced with the Park District agreeing to accept property from other organizations and the resultant required maintenance relative to our priority to deliver trails the Ottawa County residents. Regarding maintenance of trails, we should consider all options for this maintenance.

We will need to understand the flow of money once we begin to receive money from the levy.

Discussed the need for the board to be bonded. We will also want a fiduciary bond.

Currently the Ottawa County Commissioners own the portion of the Genoa to Elmore trail that is in Ottawa County. Ownership is intended to be transferred to the Park District once the Park District has a revenue stream.

- a. Discuss option to update our bylaws which were written in the early 1990s.
- b. We received a request from ODOT to pass a resolution to support the designation of US Bike Route 30 and State Bike Route 90. Status?
  - i. Suggest:
    1. Park District Board discuss and confirm our support – confirmed we support at our last meeting
    2. If supportive, communicate our support to the Ottawa County Commissioners and
    3. Work with the Commissioners to pass the resolution that Ottawa County supports the designation.

- c. Agreed at our September 18, 2020 meeting that we would be interested in discussing with Mike Libben, the transfer of property from the Ottawa Soil and Water Conservation District to the Park District for our management as a wetlands area when we pass our levy.

5. Current Efforts:

Our Letter of Interest has been sent to ODOT regarding our interest to apply for a grant from their Transportation Alternative Program. ODOT will review the Letters of Interest and determine eligibility during the month of November. Gary Kohli will receive ODOT's response regarding our eligibility. The Transportation Alternative Program application link will go live December 1, 2020 and completed applications are due January 31, 2021.

a. North Coast Inland Trail/Genoa/Elmore:

- i. Status of opening of trail – Not known.

b. North Coast Inland Trail/Genoa/Millbury:

- i. Linda wrote, incorporated comments and sent the ODOT Transportation Alternative Program funding Letter of Interest. Letters of Interest will be reviewed by ODOT during November to confirm eligibility. The TAP application link will go live December 1, 2020 and applications will be due January 31, 2021. We may be able to use Federal DNR funds for the match budget.

- ii. West Erie Realty provided an appraisal for the Genoa to Millbury trail land.

- iii. We have received a letter from Wood County Park District indicating their intention to work with us to develop and construct the trail as well as fund their portion of the development.

c. Magsig Farm: next step to contact ODOT; Judy sent L.J. Overmeyer an email on June 1, 2020 and hasn't received a response.

It was noted that L.J. is very busy with his business. We will wait until he has time to work with us on the development of the Magsig Farm. We will also ask if he can provide the names of Boy Scout parents to inform them of the levy. Any update?

c. Friends of The Ottawa Co. Park District (FoOCPD):

- i. The event at Gideon Owen on July 9, 2020 at 6:30 PM went well. The sign-in sheet has been put in an Excel spreadsheet.

- ii. TPL continues to move forward with a possible purchase of the land north of the Rt. 269 and Rt. 163 intersection west of Fort Firelands, with the intention to have the Park District manage it. We would need to leave all but 10% of it as wetlands. Denny requested we think about a name for the land.

e. Portage River Water Trail

- i. Expected designation as a water trail in 2021

- ii. The grant request for construction of a boat access at the County Fairgrounds was declined.

f. Rt. 163 and Englebeck Rd. Roundabout

- i. The Public Comment Period ended September 21, 2020 for the proposed roundabout at the intersection of Rt. 163 and Englebeck Rd. Is there any further action we need to take at this time?

g. Danbury Twp/Lafarge:

- i. Any update?

6. Adjournment:

Mike Shadoan moved we adjourn  
Jack Madison seconded the motion  
Meeting Adjourned

Next working meeting will be **November 20, 2020**

Next regular meeting will be **December 4, 2020**

1st Friday= regular meetings  
Room 109 Telephone 734-6762.

3<sup>rd</sup> Friday=working meetings  
\*Denotes Action Item

11/6/20