



Meeting Minutes for Special Meeting of the Park District of Ottawa County

Date: 6/29/2021  
Time: 6:16 PM

1. Roll Call

- a. Gary Kohli – Chairman Present - Y
- b. Angela LeForce – Secretary Present - Y
- c. Mike Shadoan – Treasurer Present - Y
- d. Judy Indorf Present - N
- e. Jack Madison Present – Y, joined at 6:25 P.M.
- f. Others:
  - i. Linda Amos Present – Y, left at 6:30 PM
  - ii. Tim Boch Present – Y, left at 6:30 PM

2. Poggemeyer Contract –

Gary Kohli updated the other commissioners that he received word that the County prosecutor has approved the proposed contract where Poggemeyer Design Group would be retained. Further, a second contract with Poggemeyer Design Group is more specific and for the purpose of acquiring land required to extend the North Coast Inland Trail. This contract is pending approval by the Prosecutor. Tim Boch noted that Poggemeyer Design Group is currently scheduling into August, 2021 for surveys, and as such, he would like to schedule right away to complete a survey as soon as possible.

Mike Shadoan moved that the Commissioners move to reallocate 100,000.00 to professional services to in order to contract with Poggemeyer Design Group.

Jack Madison seconded the motion.

A vote was held with the following outcome:

Gary Kohli	Yes
Angela LeForce	Yes
Jack Madison	Yes
Mike Shadoan	Yes

The motion carries.

Angela LeForce moved that the Commissioners sign and approve the second contract with Poggemeyer Design Group subject to the Prosecutor’s approval.

Mike Shadoan seconded the motion.

A vote was held with the following outcome:

Gary Kohli	Yes
Angela LeForce	Yes
Jack Madison	Yes
Mike Shadoan	Yes

The motion carries.

Angela LeForce moved to enter Executive Session at 6:37 PM for the purpose of discussing job positions and salaries.

Jack Madison seconded the motion.

A vote was held to executive session with the following outcome:

Gary Kohli	Yes
Angela LeForce	Yes
Jack Madison	Yes
Mike Shadoan	Yes

The motion to carries.

The commissioners exited executive session at 7:25 PM

3. Adjournment:

Mike Shadoan moved we adjourn

Jack Madison seconded the motion

A vote was held to approve meeting adjournment with the following outcome:

Gary Kohli	Yes
Angela LeForce	Yes
Jack Madison	Yes
Mike Shadoan	Yes

The motion to adjourn the meeting carries.

Meeting adjourned

Next regular meeting will be **July 6, 2021 at Radiant Windows Showroom**

Next working meeting will be **July 20, 2021 at Radiant Windows Showroom**

## Park District of Ottawa County Action List

Action Owner	Action Description	Action Timeline		Action Status
		Action Created	Suggested Deadline	
Judy Indorf	Judy Indorf to work with Gary Kohli to correct the formatting/typos in the complete and approved bylaw Word Document	June 1, 2021	June 15, 2021	Open
Judy Indorf	Judy Indorf to publish the bylaw summary in the News Herald and post the bylaws on our website	June 1, 2021	July 15, 2021	Open
Gary Kohli Judy Indorf	Gary Kohli or Judy Indorf to send the final by-laws document to the Board	April 16, 2021	April 23, 2021	Open
Judy Indorf	Judy Indorf to negotiate a proposed contract with Doug Rogers for maintenance support of the Park District's website and then present the contract to the board for approval	June 15, 2021	July 6, 2021	Open
Mike Shadoan	Mike Shadoan to process the OPRA invoice for half of the OPRA Executive Search payment	June 15, 2021	July 6, 2021	Open
Gary Kohli	Gary Kohli to obtain the salary levels for relevant Ottawa County positions for the board to use as a guide in setting the Director's salary	June 15, 2021	July 6, 2021	Open
Mike Shadoan	Mike Shadoan to follow-up with Commissioner Stahl/Ron Lajti/ODOT regarding inclusion of widening State Route 163 during the repaving in 2023/24 to better accommodate bikers/pedestrians	June 15, 2021	July 6, 2021	Open
Tim Bock	Tim Bock to obtain a cost estimate from WE Realty to conduct a title search on the N&S property intended to be used for the trail between Genoa and Millbury	June 1, 2021	June 15, 2021	Open
Linda Amos	Linda Amos will reach out to Jeff Shaner, Financial Program Manager, ODOT Alternative Transportation Program to understand why we were not successful in our grant request	June 1, 2021	June 15, 2021	Open
?	Meet with Vicki Rae Harder-Thorne regarding her family's property in Oak Harbor when she is in Ohio in April.	March 6, 2021	May 1, 2021	Open
Judy Indorf	Judy Indorf to aggregate the levy voting results for Danbury Twp. and Marblehead to help us understand where we have a higher level of support	May 18, 2021	June 1, 2021	Open
Judy Indorf	Judy Indorf to reach out to interested Danbury Twp. resident and suggest meeting and forming a committee similar to the Catawba Island Twp. Advisory Committee	June 1, 2021	July 6, 2021	Open
Judy Indorf	Judy Indorf to submit our meeting schedule to Rhonda Slauterbeck, Ottawa County Administrator/Clerk, for inclusion in the online Ottawa County calendar	May 7, 2021	May 14, 2021	Open
All Board Members	Board members to review the job descriptions provided by Erie and Sandusky County Metroparks in preparation for discussion regarding Staffing Plan being developed by Linda Amos and Judy Indorf	December 18, 2020	April 16, 2021	Open