

**Meeting Minutes for Meeting of the Park District of Ottawa County
Catawba Island Twp. Community Hall**

**Date: 4/19/2022
Time: 6:00 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 – Y
- e. Jack Madison Present – Y; joined 6:22 PM
- f. Jannah Wilson, Executive Director Present - Y
- g. Others:
 - i. Harper Cromley, Poggemeyer Design Group
 - ii. Amy Bowman-Moore, Erie Metroparks Executive Director
 - iii. Gloria Ackley, Catawba Island Twp. Citizen
 - iv. Susan Armstrong, Catawba Island Twp. Citizen
 - v. Dorothy Baker, Catawba Island Twp, Citizen
 - vi. William Baker Catawba Island Twp. Citizen
 - vii. David Belden, Catawba Island Twp. Citizen
 - viii. Doug Blackburn, Catawba Island Twp. Citizen
 - ix. Tami Blackburn, Catawba Island Twp. Citizen
 - x. Ken Bogard, Catawba Island Twp. Citizen
 - xi. Heidi Cline, Catawba Island Advisory Group Member
 - xii. Mary Coffee, Catawba Island Twp. Citizen
 - xiii. Bill Gordon, Catawba Island Twp. Citizen
 - xiv. Steve Greenawalt, Catawba Island Twp. Citizen
 - xv. Sue Greenawalt, Catawba Island Twp. Citizen
 - xvi. John Keefe, Catawba Island Twp. Citizen
 - xvii. Lynne Kroeger, Catawba Island Twp. Citizen
 - xviii. Julian Miles, Greener Miles Rental
 - xix. Matt Montowski, Catawba Island Twp. Trustee
 - xx. Robert Murray, Greener Miles Rental
 - xxi. Len Partin, Catawba Island Twp. Citizen
 - xxii. Sue Pranter, Catawba Island Twp. Citizen
 - xxiii. Mickey Reed, Catawba Island Twp. Citizen
 - xxiv. Randy Riedmaier, Catawba Island Twp. Citizen
 - xxv. Bill Rofkar, Catawba Island Twp. Trustee
 - xxvi. Brad Schwan, Catawba Island Twp. Citizen
 - xxvii. Anita Selvey, Catawba Island Twp. Citizen
 - xxviii. Quintin Smith, Catawba Island Twp. Citizen
 - xxix. Lee Walker, Catawba Island Twp. Citizen
 - xxx. Glenda Ward, Catawba Island Twp. Citizen
 - xxxi. Suzy Wittenmyer, Catawba Island Twp. Citizen
 - xxxii. John Woods, Catawba Island Twp. Citizen
 - xxxiii. Michelle Woods, Catawba Island Twp, Citizen

2. Due to the large number of visitors, as an introduction, Gary Kohli summarized the history of the Park District of Ottawa County for the visitors. He noted that the development of the Ottawa County Active Transportation Plan with the Ottawa County Commissioners and ODOT in 2018 and the interest from the ATP and community members to develop trails throughout Ottawa County, especially connecting west to east across the county.

3. Minutes for Approval –

Meeting Minutes for April 19, 2022

Judy Indorf moved to approve the April 5, 2022 Meeting Minutes

Mike Shadoan seconded the motion.

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

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

The motion carries.

4. Fiscal Report – Fiscal Report given at the first meeting of the month.

5. Public Comment – A group of Catawba Island Township citizens attended the meeting some to voice support, some to voice opposition to the Catawba Islander Trail development:

- Dorothy Baker voiced her support for the Catawba Islander Trail and indicated that Catawba Twp. needs trails.
- John Keefe voiced opposition to a trail through the center of the island questioning how it would be accessed.
- Ken Bogart asked how trails in Catawba became a priority for the Park District. Gary Kohli indicated that the Park District works with the communities that show the most interest in trails, reiterating that we have been involved in trails on the west side of the county and are currently working on a trail from Genoa to Millbury based on the interest in the west part of the county. Ken asked if we would be considering trails in Danbury. The board indicated we are considering trails wherever there is interest. Ken asked if we were considering trails on the west side of Catawba, connecting Heigel Park to Catawba State Park. Gary reiterated our vision to connect People to Places and Parks. Ken voiced support in the board focusing on the west side of Catawba and connecting parks.
- A discussion was held regarding the safety of the bike route along State Route 53.
- Quinten Smith noted how beautiful Catawba is and how we likely can't stop the progress and change underway, but we can shape it.
- Brad Swann noted that we all agree Catawba is a wonderful place but believes the trail project is polarizing people and believes it should bring the community together. He voiced support for a trail along State Route 53 that is 12 – 14 ft wide.
- Amy Bowman Moore indicated that in her many years of experience with the Erie Metroparks, projects such as this do not move fast.
- Len Partin – suggested that bike trail experiences elsewhere could provide good learnings about safety, desirability, etc.
- Executive Director's Report(s) –
 - Jannah Wilson noted we have received a grant application from Catawba Island Twp. Trustees and additional applications. Grant selections will be made in June.
 - Jannah reviewed the changes made to our bylaws and read Resolution 2022-08 to approve the amended bylaws. The amended bylaws will be posted on the Park District's website and summary will be published in the News Herald.

Mike Shadoan moved to approve Resolution 2022-08 to amend the Park District of Ottawa County's bylaws

Angela LeForce seconded the motion.

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

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

The motion carries.

- o Jannah Wilson reviewed the Park District of Ottawa County’s proposed Mileage Policy which provides IRS stipulated reimbursement rates for travel outside of normal commuting in a personal car.

Mike Shadoan moved to approve Resolution 2022-07 to adopt the proposed Mileage Policy.

Angela LeForce seconded the motion.

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

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

The motion carries.

A break in the meeting was taken ~7:22 PM to allow any visitors to leave if desired before the board began reviewing the Personnel Handbook with Michelle Ish. Meeting reconvened at 7:32 PM.

- o Gary Kohli confirmed with the county’s insurance agent that Jannah is covered by the insurance policy. Gary also confirmed with Angela LeForce that she should contact Drunkenmiller Insurance to confirm with them that she is leaving her board position and no longer needs bonding.
- o The board agreed Jannah should submit the Park District’s application for a booth at the Marblehead Lions Club Perch Festival.
- o Michelle Ish and Jannah reviewed the current version of the Personnel Handbook with the board and solicited comments. Michelle and Jannah requested that the board members continue to review the manual and submit any comments to Jannah. Jannah will continue to work with Michelle on updating the manual with a target of approving the manual at our June 7, 2022 meeting.

6. Old Business

a. Website

No discussion

b. North Coast Inland Trail/Genoa/Elmore

Jannah Wilson reported that she talked to Mayor of Genoa Tom Bergman who indicated the village received a \$250,000 grant to improve Martin Williston Rd where the North Coast Inland Trail runs along the road. Genoa would like to run the trail on the east side of Martin Williston Rd. from where the south intersection of the NCIT and Martin Williston Rd. up to before the trail turns to run along State Route 51. A crosswalk would be installed to the west side of Martin Williston Rd. an ample distance before paralleling State Route 51 to keep the pedestrians crossing traffic well before the intersection of Martin Williston Rd and State Route 51. The trail would then continue along the existing path. It is estimated that ~47,000 ft2 of trail would be modified. We discussed using crushed gravel for Phase 1 and possibly implementing a Phase 2 which would pave the multi-use trail.

c. North Coast Inland Trail/Genoa/Millbury

The Park District continues to wait to hear if we received the ODOT TAP grant for the NCIT extension from Genoa to Millbury.

Jannah Wilson reported that she talked to Mayor Tom Bergman regarding the work to route the NCIT from the back of Genoa's Veteran's Park to 6th St. and Mayor Bergman agrees that village will wait to receive money from the Park District until after they have signed the contract with ODOT. Mayor Bergman believes realistically the project will not begin until 2023.

d. Magsig Farm

Jannah Wilson reported that Andy Brown has returned his comments on the Long Term lease for the Magsig Farm. Jannah will review and work with Andy to finalize the lease. Tim Bock and Jannah met with Dan Murphy, ODOT Regional Metrparks Fund Engineer regarding the ODOT permit for the driveway. Dan has provided the contacts to discuss acquisition of the permit and was optimistic that we would be successful in gaining a permit.

e. Catawba Twp Multi-Purpose Trail

See Public Comment section for Public Comments. PDG discussed a high level summary of the contents of a Feasibility Study for the Catawba Islander Trail. The study would identify route options, review safety statistics, determine right of ways, solicit public comments, develop a timeline and explore funding options.

f. Davis Besse Railroad Opportunity

Harper Cromley reported that she and Jannah are working with WE Realty to provide a cost estimate for a title search on the Davis Besse railroad corridor.

4. Information Items: Jannah Wilson presented Angela LeForce with a plaque recognizing her and thanking her for her dedication, time and efforts on the Park District of Ottawa County board. Cookies were also shared.

5. Adjournment:

Angela LeForce moved we adjourn

Mike Shadoan seconded the motion

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

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

The motion carries.

Meeting adjourned.

Next regular meeting will be May 3, 2022 at 6:00 PM at the Ottawa County Agricultural Building at 240 West Lake St. Oak Harbor

Next working meeting will be May 17, 2022 at 6:00 PM at the Catawba Island Twp. Hall at 3307 NW Catawba Rd. Port Clinton

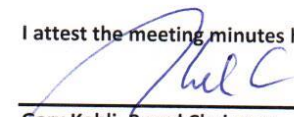
The motion carries.
Meeting adjourned.

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Park District of Ottawa County Action List				
Action Owner	Action Description	Action Timeline		Action Status
Tim Bock Harper Cromley	PDG, Tim Bock, to inform the Park District when they could begin accessway to the Magsig Farm and what their construction schedule would be, noting that a group of Boy Scouts would like access so they can begin making improvements to the area in an attempt to achieve their Eagle Scout badge. The Boy Scouts would like to complete their work by June 2022	February 15, 2022	March 15, 2022	Open
Jannah Wilson	Jannah Wilson to work with Michelle Ish to develop the Park District of Ottawa County Employee Handbook, up to a cost of \$1500 for Michelle's support and with a deadline of June 1, 2022	March 1, 2022	June 1, 2022	Open
Tim Bock	PDG/Tim Bock to work with WE Realty to determine who owns the First Energy/Cleveland Illuminating Company railroad corridor parcels from Davis Besse power plant to the main railroad line	March 1, 2022	March 15, 2022	Open
Judy Indorf	Judy Indorf to investigate the property for sale at the corner of Church Rd. and Port Clinton Eastern Rd. in Danbury Twp. to determine if the property may present an opportunity for the Park District	December 21, 2021	January 18, 2021	Open
Mike Shadoan	At the appropriate time, Mike Shadoan to inquire about possible interest in enhancements to a new sidewalk to the grade school	September 21, 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

I attest the meeting minutes have been approved by the Board of Park Commissioners in a public format:


Gary Kohli, Board Chairman

5/3/22

5/3/2022


Jannah Wilson, Executive Director-Secretary

5/3/2022

5/3/2022

