

**Park District of Ottawa County
Meeting Minutes
5/17/2022**

Meeting Location:
Catawba Twp. Community Hall
3307 Northwest Catawba Rd.
Port Clinton, OH 43452

Meeting was called to order at 6:15pm

1. Roll Call

- | | |
|---|-----------------------|
| a. Gary Kohli | Present – Y |
| b. Mike Shadoan | Present – N (excused) |
| c. Jack Madison | Present – Y |
| d. Judy Indorf | Present – Y |
| e. Jannah Wilson, Executive Director | Present – Y |
| f. Others | |
| i. Linda Amos | |
| ii. Tim Bock, Poggemeyer Design Group | |
| iii. Dorthy Baker, Catawba Island Advisory Group | |
| iv. William Baker, Catawba Island Twp. Citizen | |
| v. David Belden, Catawba Island Twp. Citizen | |
| vi. Ken Bogard, Catawba Island Twp. Citizen | |
| vii. Don Jolley, Catawba Island Twp. Citizen | |
| viii. John Keefe, Catawba Island Twp. Citizen | |
| ix. Lawrence Montowski, Catawba Island Twp. Citizen | |
| x. Matt Montowski, Catawba Island Twp. Trustee | |
| xi. Bob Osterling, Catawba Island Advisory Group Member | |
| xii. Randy Riedmaier, Catawba Island Twp. Citizen | |
| xiii. Ann Rumpf, Catawba Island Twp. Citizen | |
| xiv. Brad Schwan, Catawba Island Twp. Citizen | |
| xv. Blake Taylor, Catawba Island Twp. Citizen | |
| xvi. Dick Taylor, Catawba Island Twp. Citizen | |
| xvii. Nancy White, Catawba Island Twp. Citizen | |
| xviii. Quyen Wolfe, Catawba Island Twp. Citizen | |
| xix. John Woods, Catawba Island Twp. Citizen | |

2. Meeting Minutes 5/3/22 Approval

Jack Madison moved to approve the May 3, 2022 minutes

Gary Kohli seconded the motion

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

Gary Kohli Yes

Judy Indorf Yes

Jack Madison Yes

The motion carries

3. Old Business

- a. Genoa to Millbury NCIT update - Following the Executive Session, the board passed the following motion:

Jack Madison moved to authorize Poggemeyer Design Group to authorize West Erie Realty to negotiate with Norfolk and Southern Railroad the sale of the railroad corridor between Genoa and Millbury for the extension of the North Coast Inland Trail, pending agreement between the Ottawa County Prosecuting Attorney and the Wood County Park District attorney that the Park District of Ottawa County purchase the entire trail corridor extension with the Wood County Park District reimbursing the Park District of Ottawa County for the cost of the ~ 0.8 miles of the trail in Wood County.

Judy Indorf seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes

The motion carries

- b. Catawba Update – Tim Bock presented a PowerPoint presentation summarizing the proposed Scope of Service for Poggemeyer Design Group’s development of a Catawba Islander Trail and Greenway Master Plan. The PDF of the presentation is attached below:
- Tim noted that it was decided to develop a Master Plan rather than a Feasibility Study since a Master Plan can be used more effectively for applying for funding opportunities.
 - The Master Plan will identify a preferred route for Phase 1 and identify other route options for future phases.
 - One public meeting with an open forum will be held during the development of the Master Plan.
 - A cost estimate will be provided once the scope is approved and is expected to be between \$20,000 to \$40,000.
 - A Geo Technical survey would add additional cost.
 - The scope includes a public survey.



Catawba Islander
Trail Master Plan Scope

4. Public Comment – A group of Catawba Island Township citizens attended our May 17, 2022 meeting to provide comments regarding the Catawba Islander Trail. Below is a summary of the comments:
- a. Ken Bogard posed a hypothetical question regarding the impact a financial donor would have on the route of a bike path.
- Gary Kohli replied that the Park District is required to provide an annual report to the Probate Court. The Ottawa County Auditor audits our financial activities and our

annual report is reviewed by the Ottawa County Probate Judge. The board is unwaveringly committed to acting in an unbiased manner. Currently there is no consensus of the board on a route for a trail in Catawba. If someone is concerned with how donations impact the actions of the Park District they can file a complaint with the Probate Court.

- Ken asked if the surveys being posted in social media are recognized by the board
- Gary Kohli replied that the board has not sponsored any surveys.
- b. Dick Taylor asked if the bike route would cross State Route 53.
 - Jannah Wilson replied that while we didn't have the route finalized, in the development of the route we would consider the risk level of the various routes and crossing State Route 53 would have a higher risk level.
- c. Quyen Wolfe (?) asked how the Catawba Islander Trail would be maintained.
 1. Jack Madison and Jannah Wilson replied that the Park District is committed to developing a sustainable maintenance plan for the trail. They noted that Jannah and the board have had many discussions with area park districts to learn how they maintain their trails. They noted that many options exist including volunteer programs, contracts with local maintenance services or a park district maintenance team. Regardless of the option chosen, the park district will remain committed into the future to ensure proper trail maintenance.

4. Executive Director Report - : Jannah Wilson reported that:

- a. All board meeting locations for the remainder of the year have been determined and meeting rooms reserved.
- b. The Park District is registered for the Marblehead Lions Club Perch Festival on August 27 and the Oak Harbor Apple Festival on October 8 and 9. We will work with the Friends of Ottawa County to provide coverage for these events.
- c. She is working on the Park District's Records Retention Schedule and Policy and she is registered to participate in a webinar through Ohio History Connection.
- d. The grant applications for the Park District of Ottawa County grant program will be reviewed on June 14. She is finalizing the panel that will review the grant applications and provide a recommendation for grant awards. She currently has identified area county park district representatives to participate on the panel.
- e. The Personnel Policy Manual will be sent for printing on May 24. Board members should provide any final revisions to Jannah before May 24.
- f. She has provided the Volunteer Policy to the board for their review and would like the board to approve the Volunteer Policy at our June 7, 2022 meeting.
- g. She is working on our logo as she has discovered that as the logo is enlarged its resolution becomes very poor and inaccuracies become visible. She has identified a person that is willing to resolve the resolution problem and provide a couple of other options at a cost of \$100.
- h. At the Honorable Judge Haney's recommendation, she has revised the Park District Resolution creating the Catawba Advisory Council. Jannah read the revised resolution for approval.

Judy Indorf moved to approve Resolution 2022-09 Revisions to Catawba Advisory Council.

Jack Madison seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes

The motion carries

5. Executive Session

Jack Madison moved that the board move into Executive Session for the purpose of discussing property acquisition at 7:00 PM.

Judy Indorf seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes

The motion carries

The board exited Executive Session at 8:10 PM

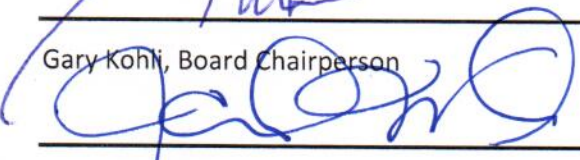
The meeting was adjourned at 8:20pm

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



Gary Kohli, Board Chairperson

6/7/2022



Jannah Wilson, Executive Director-Secretary

6/7/2022

