



Meeting Minutes for Meeting of the Park District of Ottawa County
Meeting Location: Ottawa County Agricultural Building
240 W. Lake St.
Oak Harbor, Ohio

Date: 7/5/2022

Time: 6:00 PM

1. Roll Call – Meeting called to order at 6:05 PM

- a. Gary Kohli – Chairperson Present – Y
- b. Mike Shadoan Present – Y
- c. Judy Indorf Present – Y
- d. Jack Madison Present – via phone at 6:56 PM; arrived 7:15 PM
- e. Betsy Slotnick Present - Y
- f. Jannah Wilson, Executive Director Present - Y
- g. Others:
 - i. Harper Cromley, Poggomeyer Design Group
 - ii. Denny Patthoff, Friends of Ottawa County Parks

Gary Kohli requested the meeting minutes reflect that this July 5, 2022 meeting is Elizabeth (Betsy) Slotnick's first meeting as a newly appointed board member. The Park District of Ottawa County board welcomes Betsy and looks forward to working with her. Betsy was sworn in to the Office of Commissioner to the Park District of Ottawa County on June 23, 2022 by the Honorable Frederick C. Hany II.

2. Minutes for Approval –

Meeting Minutes for July 5, 2022

Judy Indorf moved to approve the June 21, 2022 Meeting Minutes

Mike Shadoan seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Not present
Mike Shadoan	Yes
Betsy Slotnick	Abstained – not present at June 21, 2022 meeting

The motion carries.

3. Fiscal Report – **Meeting Minutes for July 5, 2022** – Jannah Wilson noted that the June 2022 fiscal report is included in the July 5, 2022 meeting board packet for the board's review. The board had no questions or comments.

Jannah reported she spoke with Rhonda Slauterbeck, Ottawa County Administrator/Clerk regarding the final ODOT invoice for the NCIT Genoa to Elmore extension. Jannah provided a summary of the project costs, remaining balance and the funding sources used for the extension. It was noted the Park District was not involved in this project as we had not yet passed our levy or become active. The Park District would like to understand the cost of maintaining trails and suggested Jannah talk to Genoa and Elmore regarding the costs they incur for maintaining this trail, as well as Firelands Rails to Trails and Andy Brown from Sandusky County Park District, before agreeing to pay the final invoice.

4. Public Comment – **Meeting Minutes July 5, 2022** – No discussion.

4. Executive Director's Report(s) – **Meeting Minutes for July 5, 2022:**

- a. Jannah Wilson reported that registration for the Bike Safety Day is full with 20 participants. Bike Safety Day will be held August 3, 2022 at the Hopfinger-Zimmerman Memorial Park from 9:00 AM to 12:00 PM. The Park District will work with the Ottawa County Sheriff Dept., the Friends of

Ottawa County Parks, the Health Dept and the Hopfinger-Zimmerman leadership to carry out Bike Safety Day. Jannah would like the Park District to provide a bike helmet for each attendee. The board agrees, but would like Jannah to present a formal resolution. Jannah reported that she applied for the OPRA Programming and Education Grant for use in the future.

- b. Jannah shared the modified versions of the new logo for the Park District. The board and Jannah agreed that variations of the approved logo could be used for different purposes.

Jack Madison moved that the Park District of Ottawa County adopt Logo Concept 1-7 and Logo Concept 1-5.

Mike Shadoan seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries

- c. Jannah requested any comments or approval of the Strategic Plan she has developed. The board agreed to approve it as a living document.

Mike Shadoan moved that the Park District of Ottawa County approve as a living document, the Strategic Plan developed by Jannah Wilson and reviewed with the board at our June 21, 2022 meeting.

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
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries

- d. See the Magsig Farm section for discussion minutes.
- e. Jannah reported she sent out the award letters for the Park District's Parks and Trails Improvement Grants and also sent a press release to the Beacon announcing the grant awards.
- f. Jannah reported she sent a press release to the Beacon announcing Elizabeth Slotnick's appointment to the Office of Commissioner of the Park District of Ottawa County.

5. Old Business

- a. Website

Meeting Minutes for July 5, 2022 – No discussion

- b. North Coast Inland Trail/Genoa/Elmore

Meeting Minutes for July 5, 2022 – See Fiscal section regarding final invoice.

- c. North Coast Inland Trail/Genoa/Millbury

Meeting Minutes for July 21, 2022 – Harper Cromley, Poggemeyer Design Group, reported that the 2nd appraisal review for the Genoa to Millbury Norfolk Southern railroad corridor, required by ODOT protocol, is underway. The board noted that Jannah Wilson discovered that this second appraisal is required by ODOT. The board agrees that ODOT protocol needs to be followed and requests that Poggemeyer Design Group help ensure that we follow the ODOT protocol. ODOT is doing this review for free and is targeting July 8, 2022 for completion. As a result of this second review, WE recommends a title search be conducted to confirm ownership, easements, etc. Poggemeyer will work with WE Realty to estimate the cost of a title search and determine if it is included in the original scope. The board noted that West Erie already conducted a review of the property for reverter clauses and did not identify any. The board asked Poggemeyer to explain the difference

between the work done to identify reverter clauses and the work that would be done in a title search.

Harper also reported that property acquisition negotiations with Norfolk and Southern continue. Harper confirmed that a Boundary Survey was completed for the corridor and the survey results were sent to Ottawa and Wood Counties for their reviews. PDG will determine if either county has replied regarding the Boundary Survey.

d. Magsig Farm

Meeting Minutes for July 5, 2022 - Jannah Wilson reported that Andy Brown, Sandusky County Park District Executive Director, is targeting mid August 2022 for signing the Magsig Farm lease document, leasing the Magsig Farm to the Park District of Ottawa County. It was noted we will need to establish signage for the area and also work with L. J. Overmeyer on the Boy Scouts' plans for fall activities.

e. Catawba Twp Multi-Purpose Trail

Meeting Minutes for June 21, 2022 – Harper Cromley, Poggemeyer Design Group noted that due to vacation conflicts with team members, the Catawba Islander Trail and Greenway Master Plan project kickoff meeting needs to be rescheduled. The board agreed to hold the kickoff on July 12, 2022 at 3:00 PM at the Park District office. Jannah, Jack and Judy will attend.

f. Harder-Thorne Property in Oak Harbor

a. **Meeting Minutes for June 21, 2022** – No discussion.

g. Friends of Ottawa County Parks (FoOCP)

Meeting Minutes for July 5, 2022 – Dennis Patthoff reported that the Friends of Ottawa County Parks purchased a computer. He noted they plan to use Jotform software for membership management. He has also purchased MS Office which includes One Drive.

h. Portage River Water Trail

Meeting Minutes for June 21, 2022 – No discussion.

i. Danbury Twp.

Meeting Minutes for July 5, 2022 – No discussion

a. Davis Besse Railroad Opportunity

Meeting Minutes July 5, 2022 – Harper Cromley, Poggemeyer Design Group reported that Greg Vriezelaar from West Erie Realty will complete the title search on the former Davis Besse railroad corridor by the end of this week (week of July 5, 2022).

6. New Business

a. General Discussion

Meeting Minutes July 5, 2022 – No discussion.

b. Property/Road/Sidewalk/Trail Opportunities in the Oak Harbor area

Meeting Minutes July 5, 2022 – No discussion.

c. Charting our path forward

i. Maintenance

Meeting Minutes July 5, 2022 – No discussion

d. Information Items: **Meeting Minutes July 5, 2022** – Jannah Wilson reported that she and Judy Indorf will be working on the 10 Year Planning Spreadsheet.

Jannah also noted that she, Jack Madison and Mike Shadoan will attend the ODOT Quarterly meeting on July 27, 2022 in Bowling Green.

Mike Shadoan noted that he would like a way to review Jannah's time tracking, noting he sees her emails regarding vacation days, but does not have an easy way to understand how much vacation or sick time she has used and has available. Jannah will include a time tracking update as part of the monthly Financial Report at the first meeting of the month. The board agreed with this approach.

7. Adjournment:

Judy Indorf moved the meeting be adjourned at 8:11 PM

Betsy Slotnick seconded the motion

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

Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries

Next working meeting will be July 19, 2022 at 6:00 PM at the Oak Harbor Municipal Building at 146 N. Church St. Oak Harbor.

Next regular meeting will be August 2, 2022 at 6:00 PM at the Ottawa County Agricultural Building at 240 West Lake St. Oak Harbor.

Judy Indorf Yes
 Jack Madison Yes
 Mike Shadoan Yes
 Betsy Slotnick Yes

The motion carries

Next working meeting will be July 19, 2022 at 6:00 PM at the Oak Harbor Municipal Building at 146 N. Church St. Oak Harbor.

Next regular meeting will be August 2, 2022 at 6:00 PM at the Ottawa County Agricultural Building at 240 West Lake St. Oak Harbor.

Park District of Ottawa County Action List				
Action Owner	Action Description	Action Timeline		Action Status
Tim Bock Harper Cromley	Tim Bock/Harper Cromley to determine if either Ottawa or Wood County has replied regarding the Boundary Survey	July 5, 2022	August 2, 2022	Open
Jannah Wilson	Jannah Wilson to gain an understanding of the cost of maintaining trails through discussions with Genoa and Elmore regarding the costs they incur maintaining this extension and Firelands Rails to Trails, Andy Brown with Sandusky County Park District or others, as needed, regarding their experiences with maintenance costs	July 5, 2022	August 2, 2022	Open
Jannah Wilson	Jannah Wilson to include her time tracking spreadsheet update as part of the monthly Financial Report at the first meeting of each month.	July 5, 2022	August 2, 2022	Open
Jannah Wilson	Jannah Wilson to inquire further with the Ottawa County Commissioners, regarding their request for the Park District to pay the final invoice from ODOT for the NCIT Genoa to Elmore extension in the amount of \$36,673.71	June 7, 2022	June 21, 2022	Open
Tim Bock Harper Cromley	Tim Bock/Harper Cromley to explain the difference between the work done to identify reverter clauses and the work that would be done in a title search	July 5, 2022	July 19, 2022	Open
Jannah Wilson	Jannah Wilson to formally request the Park District of Ottawa County provide a bike helmet for each Bike Safety Day attendee	July 5, 2022	August 2, 2022	Open
Jannah Wilson	Jannah Wilson to determine if an ODOT Safety Grant could be used as a funding source for the improvements of the Martin Williston Rd. section of the NCIT	June 7, 2022	June 21, 2022	Open
Jannah Wilson	Jannah Wilson to apply for the OPRA Program Development grant and the OPRA Administrative grant	June 7, 2022	June 21, 2022	Open
Jannah Wilson	Jannah Wilson to contact Quitron Babcock to learn more about a possible source of funding for nuclear community	June 7, 2022	June 21, 2022	Open
Jannah Wilson	Jannah Wilson to work with Andy Brown of Sandusky County Park District to execute the 15 year lease of Magsig Farm by the Park District of Ottawa County from the Sandusky County Park District	June 7, 2022	June 21, 2022	Open
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
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



Gary Kohli, Board Chairperson

7/19/2022



I attest the meeting minutes

7/19/2022