

Meeting Minutes for Meeting of the Park District of Ottawa County
Meeting Location: Ottawa National Wildlife Refuge
14000 W. State Route 2
Oak Harbor, Ohio

Date: 11/1/2022
Time: 6:00 PM

Gary Kohli called the Park District of Ottawa County Meeting to order at 6:03 PM

1. Roll Call

- a. Gary Kohli – Chairperson Present - Y
- b. Mike Shadoan Present – Y
- c. Judy Indorf Present - Y
- d. Jack Madison Present - Y
- e. Betsy Slotnick Present – Y
- f. Jannah Wilson, Executive Director Present – Y
- g. Others:
 - i. Tom Bergman, Mayor Village of Genoa
 - ii. Tim Bock, Poggemeyer Design Group
 - iii. Jason Lewis, Director Ottawa National Wildlife Refuge

2. Minutes for Approval – **Meeting Minutes for November 1, 2022**

Mike Shadoan moved to approve the October 18, 2022 Meeting Minutes with noted typos corrected.

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
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries.

3. Fiscal Report – **Meeting Minutes for November 1, 2022** – Jannah Wilson reviewed the Fiscal Report provided in the board packet. She noted the expenses for the month and replied to a question regarding payments to Croghan Bank noting that these payments represent credit card payments. Jannah also reviewed the 2023 budget worksheets she and Mike Shadoan have completed for submission to the Ottawa County Auditor and to the Ottawa County Commissioners for review. The board discussed the property acquisition line items, noting that unforeseen opportunities may arise. Jannah noted that if throughout the year we find one of our budget line amounts are not adequate, we can allocate additional available funds to that line. During this discussion, the board asked Jason Lewis, Director Ottawa National Wildlife Refuge if he could provide the Park District with a map denoting all of the US Fish and Wildlife properties in Ottawa County. Jason will send a map to Jannah. The board asked how US Fish and Wildlife identifies owners of possible property they may want to purchase. US Fish and Wildlife has a realty group and attorneys that help with this. Jannah noted she plans to contact an attorney suggested by Trust for Public Land to determine how they identify property. Jannah requested the board provide any comments on the budget prior to our next meeting on November 15, 2022

ACTION: *Board members to provide any comments on the proposed 2023 budget to Jannah prior to November 15, 2022*

ACTION: *Jannah Wilson to determine who other public entities use as a financial advisor*

3. Public Comment – **Meeting Minutes November 1, 2022** – Tom Bergman, Mayor Village of Genoa, provided an update on the restroom project for which the village received a grant from the Park District. Tom reported that for several reasons the updated cost estimates for Phase 1 and 2 indicate

a significant increase in cost. Tom assured the board that they can complete the Phase 1 work, which is to extend utilities to the restroom location and conduct engineering, with the Park District's grant money supplemented with the funds they have received from ARPA and the Village General Fund. The cost increase will then result in Phase 2 being executed over a number of years.

5. Executive Director's Report(s) – **Meeting Minutes for November 1, 2022**

1. See the Portage River Water Trail section for discussion regarding the Portage River Water Trail.
2. Jannah Wilson requested the board approve the changes being made to the board's meeting schedule and agenda format for 2023.

Mike Shadoan moved that the Park District of Ottawa County continue to meet twice per month throughout 2023. The first meeting of the month will have a full agenda and will be held at the Ottawa County Agriculture Extension at 240 W. Lake St. Oak Harbor. The second meeting of the month will be at different locations throughout the county and the agenda will include only time sensitive topics.

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

3. Jannah Wilson reported that the Jack-o-Lantern walk the Park District hosted in Danbury Twp. was a big success with ~200 attendees. The Danbury Twp. Girl Scouts carved ~ 65 pumpkins for the event and the pumpkins were lit with LED lights along the walk. We served hot and cold cider and donuts. Danbury Twp. trustee Dianne Rozak helped with the event as did other volunteers. We received much positive feedback and thank you remarks on the event.
4. See the Friends of Ottawa County Parks section for discussion regarding the Friends of Ottawa County Parks.
5. See the Catawba Islander Trail and Greenway section for discussion regarding the Catawba Islander Trail and Greenway.
6. See the NCIT Genoa to Elmore for discussion regarding the Martin Williston Rd. section of this trail.

ACTION: Jannah Wilson to ask the Ottawa County Prosecuting Attorney if the Park District can fund anything, such as volunteer t-shirts, for the Friends group.

ACTION: *Jannah Wilson to ask Jason Lewis, ONWR Manager if they have an intern who may be able to work with the ONWR and the Park District to identify funding sources for jointly developing Marinewood.*

a. Old Business

Website

Meeting Minutes for November 1, 2022 – No discussion

North Coast Inland Trail/Genoa/Elmore

Meeting Minutes for November 1, 2022 – Jannah Wilson reported that she met with Craig Miller who works for the Ottawa County Engineer, regarding the trail improvement along Martin Williston Rd. They agreed it would be best to separate the trail from the road if possible. He would like and is able to work with us to ensure that the road improvements

they are designing and the trail improvements we will be designing do not adversely affect each other. He will talk to Ron Lajti, Ottawa County Engineer, to determine if he could do a feasibility study for the joint projects to ensure this. We need to have the trail route options drawn up, noting proximity to the ditch and possible drainage issues relative to the trail options before we move to the next steps.

ACTION: *Jannah Wilson to contact Mike Netz to inquire about his interest in volunteering to routinely monitor the NCIT for any needs.*

ACTION: *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.*

North Coast Inland Trail/Genoa/Millbury

Meeting Minutes for November 1, 2022 – No discussion.

ACTION: *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.*

Magsig Farm - **Meeting Minutes for November 1, 2022 – No discussion.**

Catawba Islander Trail and Greenway - **Meeting Minutes for November 1, 2022 –** Jannah Wilson reported that we had ~240 people at the Catawba Islander Trail and Greenway Open House on October 26, 2022. Lauren Falcone, PDG, is writing a report to summarize the meeting. Jannah noted that one of our next steps is to discuss the options coming out of the Master Plan with the Catawba Island Trustees, Police and EMS and ODOT before identifying a preferred route. Jannah reviewed a Fact Sheet Lauren is developing. She will send it to the board for their review and comments. Jannah noted the Public Survey closes on November 11 after which PDG will summarize the survey in a report. At the time of the meeting, 487 people had responded to the survey.

ACTION: Jannah Wilson to send the Fact Sheet being developed by Lauren Falcone at PDG, to the board for their review and comment.

ACTION: *Jannah Wilson to determine if data delineating between first and second home could be obtained from either the Ottawa County Auditor's office or the Ottawa County Board of Elections, possibly with the auditor telling us what percent of property tax bills are sent out of the county.*

Friends of Ottawa County Parks (FoOCP) **Meeting Minutes for November 1, 2022 –** Jannah Wilson reported that the Friends of Ottawa County will be meeting on November 14, 2022 at 6:00 PM. She noted that 28 people indicated they are interested in volunteering with the Friends and/or the Park District through the Catawba Islander Trail and Greenway survey. We discussed that volunteers could be managed through the Friends group or through the Park District. Jason Lewis, Director Ottawa National Wildlife Refuge, noted that for the most part, their Friends group focuses on fundraising and the Wildlife Refuge has a volunteer group that helps with events, maintenance, etc. They have a Volunteer Service Agreement with each volunteer. They provide gear for the volunteers. The board asked Jannah to ask the Prosecuting Attorney if we can fund anything, such as volunteer t-shirts, for the Friends group.

Portage River Water Trail - **Meeting Minutes for November 1, 2022 –** Jannah Wilson reported that the Portage River Water Trail partners requested additional time for their organizations to review and approve or comment on the Memorandum of Understanding between the Portage River Water Trail Partners and the Park District of Ottawa County Board of Park Commissioners as facilitator. Jannah will have the formal agreement and resolution prepared for the November 15th, 2022 Park District Board meeting and will gain partner signatures following board approval. Jannah will be providing a presentation regarding the Water Trail plans at the next Portage River Basin Council meeting at 2pm on November 15th, but will not be able to get partner signatures at that time since it won't yet be board approved

Danbury Twp. - **Meeting Minutes for November 1, 2022 – No discussion**

ACTION: *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.*

Davis Besse Railroad Opportunity - Meeting Minutes November 1, 2022 – No discussion.

ACTION: *Board members to review the title search documents for the former Davis Besse railroad corridor and be prepared to discuss the title search and next steps at the Park District of Ottawa County August 16, 2022 public meeting*

New Business

- a. General Discussion - Meeting Minutes November 1, 2022 – No discussion
- b. Property/Road/Sidewalk/Trail Opportunities in the Oak Harbor area
Meeting Minutes November 1, 2022 – No discussion.

ACTION: *At the appropriate time, Mike Shadoan to inquire about possible interest in enhancements to a new sidewalk to the grade school.*

- c. Charting our path forward
 - i. Maintenance - Meeting Minutes November 1, 2022 – No discussion
- d. Information Items: Meeting Minutes November 1, 2022 – No discussion.

ACTION: *Jannah Wilson to contact Quinton Babcock to learn more about a possible source of funding for nuclear communities and inform the board.*

- a. Executive Session – Meeting minutes November 1, 2022 – No Executive Session
- b. Adjournment:

Mike Shadoan moved the meeting be adjourned at 8:25 PM

Jack Madison seconded the motion

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

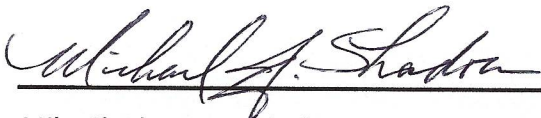
Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries

Next working meeting will be November 15, 2022 at 6:00 PM at the Portage Twp Hall at 2501 East State St., Port Clinton.

Next regular meeting will be December 6, 2022 at 6:00 PM at the Ottawa County Agriculture Extension, 240 West Lake St. Oak Harbor.

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



Mike Shadoan, Board of Park Commissioners

11/15/22

11/15/2022



Jannah Wilson, Executive Director-Secretary

11/15/22

11/15/2022