



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

June 6, 2023

Meeting Location: Ottawa County Agricultural Building  
240 W. Lake St.  
Oak Harbor, OH 43449

The Park District of Ottawa County Meeting was called to order by Judy Indorf at 6:05 PM

## 1. Roll Call

- a. Mike Shadoan Present; arrived 6:55 PM
- b. Judy Indorf Present - Y
- c. Jack Madison Present - Y
- d. Betsy Slotnick Present - Y
- e. Jannah Wilson Present - Y
- f. Others

1. Tim Koneiczny – Clay Twp. Citizen, exited 7:15 PM

2. Denny Patthoff – Friends of Ottawa County Parks, arrived 6:19 PM; exited 7:30 PM

3. Harper Cromley

2. Minutes for Approval – **Meeting Minutes for June 6, 2023**

Jack Madison moved to approve the minutes for the May 16, 2023 Park District of Ottawa County meeting.

Betsy Slotnick seconded the motion.

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

|                |        |
|----------------|--------|
| Judy Indorf    | Yes    |
| Jack Madison   | Yes    |
| Mike Shadoan   | Absent |
| Betsy Slotnick | Yes    |

The motion carries.

3. Fiscal Report – **Meeting Minutes for June 6, 2023** – Jannah Wilson reviewed at a high level the May 2023 Fiscal Report which she included in the board packet for the board members' review.

Judy Indorf moved to approve the May 2023 Park District of Ottawa County Fiscal Report.

Betsy Slotnick seconded the motion.

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

|                |        |
|----------------|--------|
| Judy Indorf    | Yes    |
| Jack Madison   | Yes    |
| Mike Shadoan   | Absent |
| Betsy Slotnick | Yes    |

The motion carries.

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

4. Public Comment – **Meeting Minutes for June 6, 2023** – Tim Koneiczny, Clay Twp. Citizen, noted that he attended our May 16, 2023 meeting in Catawba and acknowledged the Park District's commitment to developing trails in Ottawa County. He frequently drives by or over the NCIT and notes that he does not often see people using the trail. He believes what he sees as low use does not justify the cost of constructing a trail. He also noted that his son is a competitive cyclist, and his son would disagree with him. He noted that he built his house ~ ½ mile off of the road for seclusion and noted it is close to the railroad corridor on which the NCIT is proposed to continue. He noted that when he first lived there, he cleared the land on the corridor and it invited "shenanigans" on the corridor property. He has since blocked the ends of the corridor adjacent to his property to keep people from



going on the corridor near his house. He believes if the multi-use trail is constructed on the corridor, it will invite undesired activity and disturb his privacy. He would like to propose an alternate route to the Park District. He also noted that the Park District previously waived the need for competitive bids when we entered several contracts and he asked that we explain how we could waive the requirement. Jannah Wilson responded that the contracts we entered without competitive bids were for professional consultation work on the NCIT and we are not required to go out for competitive bids for consultant work. Additionally, the contracts are with an engineering firm and a realty firm that we are already working with on the NCIT project, and we believed it would be most efficient to continue the development of the project with the same consultants rather than start to work with a new consultant. Tim then provided a high level map of his proposed alternative route for the NCIT and reviewed the route for Jannah and the board. He noted that a portion of his proposed route would be in the right of way of the active main railroad line. He also owns other property along his proposed route and would be willing to work with the Park District in allowing the trail to traverse his other property. Tim requested that we consider his suggested alternative route.

5. Executive Director's Report – **Meeting Minutes for June 6, 2023:**

- See the NCIT/Genoa/Elmore section for discussion regarding the NCIT/Genoa/Elmore.
- See the Marblehead Peninsula section for discussion regarding the Marblehead Peninsula.
- Jannah Wilson requested the board pass Resolution 2023-15 Application for OSS Solid Waste District Competitive Grant Funding giving her approval to apply for an OSS Solid Waste District Competitive Grant to support funding a larger Park District of Ottawa County sign on the Village of Genoa Veteran's Memorial Park new restroom on the NCIT. The restroom was funded partially through a Park District of Ottawa County grant. The sign will be constructed of  $\geq 25\%$  recycled plastic. Jannah received an estimate of \$1180 for the sign from Bright Idea Shops. The Park District's 25% cost share would be \$295 and our OSS grant request would be \$885. The board requested Jannah add "Village of Genoa" in the text of Resolution 2023-15 in front of Veterans Park since there are several Veterans Parks in Ottawa County.

Jack Madison moved to approve Resolution 2023-15 Application for OSS Solid Waste District Competitive Grant Funding amended to add Village of Genoa in front of Veterans Park.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

A copy of the resolution is available in the resolution archive.

- Jannah Wilson reported that Ottawa County Common Pleas Court, Probate and Juvenile Divisions Judge Fritz Haney has appointed Trish McCartney to the vacant Park District of Ottawa County Board of Commissioners. Judge Haney will swear Trish into her position on Thursday June 8, 2023.

Mike Shadoan moved to accept Ottawa County Common Pleas Court, Probate and Juvenile Divisions Judge Fritz Haney's appointment of Trish McCartney to the vacant Park District of Ottawa County Board of Commissioners position.

Jack Madison seconded the motion.

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

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

The motion carries.

Jannah has given Trish a packet of information to help her learn about the Park District and its efforts. Sara Hill is working on a Press Release for Trish's appointment.



- Jannah Wilson reported that the Park District will lead two Bike Safety Day sessions this year, one on Tuesday June 13, 2023 and one on Wednesday June 14, 2023 both from 9:00 AM to 12:00 PM. Jannah reminded the board that we received the following support for Bike Safety Day.
  - \$2500 through an educational grant from Ohio Parks and Recreation Association which will help purchase the bicycles.
  - 72 bike helmets from the Academy of Pediatricians
  - 80 box lunches from Bassett's Market
  - The Ottawa County Sheriff Office assembled the bicycles and will help conduct Bike Safety Day
  - The Ottawa County Health Dept. will conduct a Healthy Eating session as a part of Bike Safety Day
  - Hopfinger Zimmerman Park will host the Bike Safety Days at their Hopfinger Zimmerman Memorial Park
- Jannah Wilson reminded the board that we will recognize and thank Gary Kohli for all of his leadership, dedication and years of membership on the Park District of Ottawa County Board of Commissioners at 5:30 PM prior to our June 20, 2023 meeting in Lakeside at the Grindley Aquatic and Wellness Campus.
- Jannah Wilson reported that Sara Hill issued the first Catawba Islander Trail and Greenway e-newsletter. She will also be publishing a monthly Park District of Ottawa County e-newsletter. Anyone can sign up to receive the newsletter on the Park District website or Facebook page.
- See the Portage River Water Trail section for discussion regarding the Portage River Water Trail.
- Jannah Wilson reported that the dedication for the Ottawa National Wildlife Refuge and Oak Harbor Library Wild Pages storywalk trail was held on June 3, 2023. The Park District of Ottawa County helped fund this project through one of our 2023 Parks and Trails Improvement Grants. Jannah noted that Eagle Scout Daemon Britt, Troop 370 installed the storywalk trail book standards for his Eagle Scout project.
- Jannah Wilson reported that the groundbreaking for the Village of Genoa restroom project at Veterans Memorial Park near the NCIT will be held on Thursday June 1, 2023 at 6:00 PM at the Village of Genoa Veterans Memorial Park.

**ACTION: \*Jannah Wilson to ask the county if we can join the county GIS system.**

**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.\***

## 6. Old Business

- a. North Coast Inland Trail/Genoa/Elmore - **Meeting Minutes for June 6, 2023** – Harper Cromley reported that Kleinfelder will meet with the Ottawa County Engineer's team to discuss how we will work together as the county develops the Martin Williston Rd. widening and repaving project and the Park District develops the project to construct a multi-use trail separated from Martin Williston Rd. Jannah Wilson noted that she previously provided copies of the proposed agreements with the Village of Elmore and the Village of Genoa for maintenance of the NCIT for the board members' comments. She plans to present a Resolution for board approval at our June 20, 2023 meeting to accept the agreements and accept the current Ottawa County portion of the NCIT property from the Ottawa County Commissioners, pending approval of the Probate Judge. Jannah requested the board members review the village agreements and provide any comments to her prior to our June 20, 2023 meeting.

Jack Madison moved that the board members provide comments on the Village of Elmore and Village of Genoa maintenance agreements for the NCIT to Jannah Wilson prior to the Park District of Ottawa County June 20, 2023 meeting.

Betsy Slotnick seconded the motion

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

|                |        |
|----------------|--------|
| Judy Indorf    | Yes    |
| Jack Madison   | Yes    |
| Mike Shadoan   | Absent |
| Betsy Slotnick | Yes    |

The motion carries.



**ACTION:** \*Board members to provide comments on the proposed Village of Elmore and Village of Genoa maintenance agreements for the NCIT to Jannah Wilson prior to the Park District of Ottawa County June 20, 2023 meeting. \*

**ACTION:** \*Jannah Wilson to set up a meeting with Craig Miller, Ottawa County Deputy Engineer, to understand the schedule for the repaving project of Martin Williston Rd and separation of the currently on road NCIT trail to a separated offroad trail.

**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.\*

- b. North Coast Inland Trail/Genoa/Millbury – **Meeting Minutes for June 6, 2023** – No discussion.
- c. Catawba Islander Trail and Greenway – **Meeting Minutes for June 6, 2023** – Harper Cromely noted that the public comment period for the Catawba Islander Trail and Greenway Draft Master Plan closes tomorrow, Wednesday June 7, 2023. Kleinfelder will pull the comment submission form on the morning of Thursday June 8, 2023. Kleinfelder will add the ODOT comments and notes and the letters received to the final draft version.
- d. Portage River Water Trail – **Meeting Minutes for June 6, 2023** – Jannah Wilson reported that the Little Portage River Kayak Launch ribbon cutting ceremony was held on May 25, 2023 at 9:00 AM at the launch site and was very nice. The Beacon attended and took pictures.
- e. Marblehead Peninsula – **Meeting Minutes for June 6, 2023** – Jannah Wilson reported that the Park District of Ottawa County received \$6,459 through a Shores and Islands Destination Development Grant to support the Marblehead Peninsula Trail Feasibility Study. Jannah requested the board approve Resolution 2023-14 Marblehead Peninsula Trail Feasibility Study, Request for Proposal giving her approval to submit a Request for Proposal to a list of qualified candidates and to post on our website a request for consultants to submit a proposal to support the Park District of Ottawa County in conducting a Marblehead Peninsula Trail Feasibility Study.

Jack Madison moved to approve Resolution 2023-14 Marblehead Peninsula Trail Feasibility Study, Request for Proposal

Betsy Slotnick seconded the motion.

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

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

The motion carries.

A copy of the resolution is available in the resolution archive.

Jannah will send out the RFP.

**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.\*

- e. Property/Road/Sidewalk/Trail Opportunities in the Oak Harbor Area – **Meeting Minutes for June 6, 2023** – No discussion.
- f. Davis Besse Railroad Opportunity - **Meeting Minutes for June 6, 2023** – No discussion.
- g. Friends of Ottawa County Parks – **Meeting Minutes for June 6, 2023** – Denny Patthoff reported that the Friends of Ottawa County created a new mission statement. They plan to use funds from their Ottawa County Community Fund grant to print their updated membership/donation brochure and the updated Catawba Islander Trail and Greenway brochure. Money from this grant also funded various trail renderings we have used for the Catawba Islander Trail and Greenway meetings, the Friends of Ottawa County Parks computer and volunteer t-shirts. Twin Oast has named them the non-profit beneficiary of the Apricot Festival. The Friends of Ottawa County Parks will be looking for volunteers to help with this event. The next Friends of Ottawa County Parks meeting is July 10, 2023.



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

7. New Business

- a. Board Member Comments – **Meeting Minutes for June 6, 2023** – Jack Madison noted that the Ottawa County Community Foundation fundraising event will be July 25, 2023 at CIC at 6:00 PM. The cost is \$100/person.

8. Executive Session – **Meeting Minutes for June 6, 2023**

Jack Madison moved that the board go into Executive Session at 7:36 PM for the purpose of discussing Real Estate in Ottawa County.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

Jack Madison moved that the board exit Executive Session at 8:35 PM.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

Following Executive Session:

Jack Madison moved that the board give Executive Director Jannah Wilson approval to negotiate an option to purchase land in Ottawa County at a cost not to exceed \$50,000.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

9. Adjournment – **Meeting Minutes for June 6, 2023**

Mike Shadoan moved the meeting be adjourned at 8:44 PM

Jack Madison seconded the motion.

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

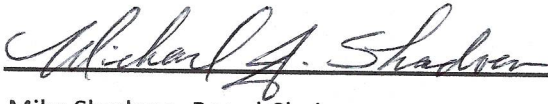
|                |     |
|----------------|-----|
| Judy Indorf    | Yes |
| Jack Madison   | Yes |
| Mike Shadoan   | Yes |
| Betsy Slotnick | Yes |

The motion carries.

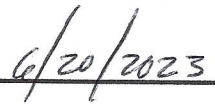
Next working meeting will be Tues June 20, 2023 at the Grindley Aquatic and Wellness Campus, E. 6<sup>th</sup> St., Lakeside, OH 43440

Next regular meeting will be Tues July 18, 2023 at the Ottawa County Agriculture Building, 240 W. Lake St., Oak Harbor, OH 43449

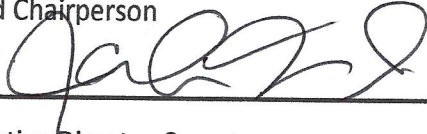
I attest the meeting minutes have been approved by the Board of Park Commissioners in a public format:



Mike Shadoan, Board Chairperson



6/20/2023





Jannah Wilson, Executive Director-Secretary

6/20/2023

Park District of Ottawa County Action List

| Action Owner  | Action Description   | Action Timeline    |                  |               |
|---------------|--|--------------------|------------------|---------------|
|               |  | Action Created     | Target Date      | Action Status |
| Board Members | Board members to provide comments on the proposed Village of Elmore and Village of Genoa maintenance agreements for the NCIT to Jannah Wilson prior to the Park District of Ottawa County June 20, 2023 meeting                                | June 6, 2023       | June 19, 2023    | Open          |
| Jannah Wilson | Jannah Wilson to set up a meeting with Craig Miller, Ottawa County Deputy Engineer, to understand the schedule for the repaving project of Martin Williston Rd and separation of the currently on road NCIT trail to a separated offroad trail | April 18, 2023     | May 16, 2023     | Open          |
| Jannah Wilson | Jannah Wilson to ask the county if we can join the county GIS System   | November 15, 2022  | December 5, 2022 | Open          |
| Jannah Wilson | Jannah Wilson to determine who other public entities use as a financial advisor  | September 20, 2022 | October 4, 2022  | Open          |
| Jannah Wilson | Jannah Wilson to contact Mike Netz to inquire about his interest in volunteering to routinely monitor the NCIT for any needs   | September 20, 2022 | TBD              | Open          |
| Jannah Wilson | 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  | September 20, 2022 | October 4, 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          |
| 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          |