



Meeting Minutes for Meeting of the Park District of Ottawa County

August 15, 2023

Meeting Location: Marblehead Village Hall  
517 W. Main St.  
Marblehead, OH 43440

The Park District of Ottawa County Meeting was called to order by Judy Indorf at 6:03 PM

1. Roll Call

- a. Mike Shadoan Present – Y; arrived 6:13 PM
- b. Judy Indorf Present - Y
- c. Jack Madison Present – Y
- d. Trish McCartney Present - Y
- e. Betsy Slotnick Present – Y
- f. Jannah Wilson Present – Y
- g. Others
  - 1. Quinten Babcock, Oak Harbor Village Mayor; exited 6:50 PM; returned 7:20 PM
  - 2. Gabe Below, Port Clinton City Auditor; exited 6:40 PM
  - 3. Rhonda Sowers, Marblehead Village Fiscal Officer; exited 6:50 PM
  - 4. Katie Weber, Attorney Mansour Gavin; exited 7:20 PM
  - 5. Jeff White, Marblehead Village Administrator; exited 6:50 PM

2. Minutes for Approval – **Meeting Minutes for August 15, 2023**

Trish McCartney moved to approve the minutes for the July 18, 2023 Park District of Ottawa County meeting.

Jack Madison seconded the motion.

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

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Absent
Betsy Slotnick	Yes

The motion carries.

3. Fiscal Report – **Meeting Minutes for August 15, 2023** – Jannah Wilson reviewed at a high level the Fiscal Report for July 2023 which was included in the board packet for the board members' review. Jannah reported we are now receiving interest on our levy proceeds which we are holding in the Ottawa County system. The board and Jannah agreed that the interest we are receiving by leaving our funds in the Ottawa County system outweigh any potential benefits of the Park District removing our funds from the county system, investing them elsewhere and needing to hire a fiscal officer to manage our funds. Held within the county, our funds receive interest, are overseen by the Ottawa County Auditor, are liquid and available for our use with short notice. As indicated in our revenue report, Jannah noted we received our second half 2023 levy proceeds and we received \$6459 for the grant we were awarded from Shores and Islands Ohio for the Marblehead Feasibility Study. She also noted that we were awarded \$885 from the Ottawa Sandusky Seneca Joint Solid Waste District Competitive Funding Program for a sign we will be installing at the Genoa Veterans Park Restroom which was partially funded with a Park District grant. This is a reimbursement grant, so we will receive the funding once the sign is completed and in place.

Jack Madison and Jannah Wilson reviewed the 2Q 2023 Credit Card Report, a copy of which was included in the board packet for the board's review.

Betsy Slotnick moved to approve the July 2023 Fiscal Report.

Trish McCartney seconded the motion.

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

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	Yes
Mike Shadoan	Absent
Betsy Slotnick	Yes

The motion carries.

4. Public Comment – **Meeting Minutes for Augst 15, 2023** – Gabe Below, Port Clinton City Auditor, shared that the City of Port Clinton has issued a Request for Qualifications to undertake a Recreational Amenities Survey and Plan. The Recreational Amenities Survey and Plan will plan four recreational amenities for the City of Port Clinton and determine opportunities for alignment with the Ottawa County Active Transportation Plan, walkable accessibility to City neighborhoods and connection points to existing and planned trail routes within the City of Port Clinton and throughout Ottawa County. RFQ submissions are due September 15, 2023. External sources of funding will also be identified through the project.

5. Executive Director's Report – **Meeting Minutes for August 15, 2023:**

- Jannah Wilson requested the board approve Resolution 2023-25 Application for Clean Ohio Conservation Fund Grant Funding, authorizing her to apply for grant funding from the Ohio Public Works Commission Clean Ohio Conservation Program Funds for the purchase of property.

Judy Indorf moved to approve Resolution 2023-25 Application for Clean Ohio Conservation Fund Grant Funding.

Jack Madison seconded the motion.

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

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

The motion carries. A copy of Resolution 2023-25 is available in the resolution archive.

- See the Marblehead Peninsula section regarding discussion regarding the Marblehead Feasibility Study.
- Jannah Wilson reported that Tim Bock, our Kleinfelder project manager, has left Kleinfelder.
- See the North Coast Inland Trail Genoa/Elmore for discussion regarding the North Coast Inland Trail Genoa/Elmore.
- Jannah Wilson reported that she and Sara Hill are finalizing the Park District's 2023 Ottawa County Outdoor Hiking Challenge which will be open from September 1, 2023 to November 30, 2023.
- See the Friends of Ottawa County Parks section for discussion regarding the Friends of Ottawa County Parks.
- Betsy Slotnick moved that the board go into Executive Session at 6:50 PM for the purpose of discussing pending litigation. The board invited Jannah Wilson into Executive Session.

Trish McCartney seconded the motion.

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

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

The motion carries.

Trish McCartney moved that the board exit Executive Session at 7:21 PM.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

- Trish McCartney moved that the board go into Executive Session at 7:22 PM for the purpose of discussing property acquisition in Ottawa County. The board invited Jannah Wilson into Executive Session.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

Jack Madison moved that the board exit Executive Session at 8:01 PM.

Trish McCartney seconded the motion.

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

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

- The motion carries

## 6. Old Business

- a. North Coast Inland Trail/Genoa/Elmore - **Meeting Minutes for August 15, 2023** – Jannah was informed by Kleinfelder that they may not have the staff to conduct the engineering and design for the NCIT Martin Williston Rd. Multi-Use Path. After discussion, the board suggested Jannah contact Ron Lajti, Ottawa County Engineer to identify a possible engineering firm for this project.  
Jannah Wilson reported that the Ottawa County Commissioners have transferred 36 acres of property consisting of the North Coast Inland Trail from Elmore to Genoa between Witty Rd. and Martin Williston Rd. to the Park District of Ottawa County. Jannah also reported she has received the signed agreement from the Village of Elmore and is awaiting the signed agreement from the Village of Genoa, to work together to maintain and operate the North Coast Inland Trail in Ottawa County in their respective areas.
- b. North Coast Inland Trail/Genoa/Millbury – **Meeting Minutes for August 15, 2023** – No discussion.
- c. Catawba Islander Trail and Greenway – **Meeting Minutes for August 15, 2023** – No discussion.
- d. Portage River Water Trail – **Meeting Minutes for August 15, 2023** – Jannah Wilson reported that the ribbon cutting for the Portage River kayak launch at the Ottawa County Fairgrounds was held earlier today. The event was well attended, with all of the Ottawa County Commissioners in attendance, the head of TMACOG, Mike Libben from the Ottawa County Soil and Water District, Larry Fletcher from Shores and Islands Ohio and Park District Board members Jack Madison, Mike Shadoan and Judy Indorf and Park District Administrative Specialist Sara Hill, among others. The kayak launch was constructed by

the Soil and Water District with partial funding through a Park District of Ottawa County Parks and Trails Improvement Grant.

- e. Marblehead Peninsula – **Meeting Minutes for August 15, 2023** – Jannah Wilson reported that the consultants with the top two scores as determined by a review team, who submitted proposals to our RFP to conduct the Marblehead Feasibility Study, will be interviewed by Jannah, Amy Bowman Moore, Erie County Metroparks Executive Director and Judy Indorf on Friday August 18, 2023. The interview team will recommend a consultant to the board to conduct the Marblehead Feasibility Study at our September 5, 2023 meeting.
- f. Property/Road/Sidewalk/Trail Opportunities in the Oak Harbor Area – **Meeting Minutes for August 15, 2023** – No discussion.
- g. Davis Besse Railroad Opportunity - **Meeting Minutes for August 15, 2023** – No discussion.
- h. Friends of Ottawa County Parks – **Meeting Minutes for August 15, 2023** – Jannah Wilson reported that the Friends of Ottawa County Parks met Monday evening August 14, 2023. Jannah reported that they reviewed their draft Financial Policy and will collect additional comments before approving. Jannah will also confirm with them that they have developed a spreadsheet or have software to manage their finances

7. New Business

- a. Board Member Comments – **Meeting Minutes for August 15, 2023** – No discussion.

8. Executive Session – **Meeting Minutes for August 15, 2023** – Executive Session entered and exited during the Executive Director report, as indicated above.

9. Adjournment – **Meeting Minutes for August 15, 2023**

Jack Madison moved the meeting be adjourned at 8:02 PM

Trish McCartney seconded the motion.

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

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

The motion carries.

The next regular meeting will be Tues September 5, 2023 at the Ottawa County Agriculture Building, 240 W. Lake St., Oak Harbor, OH 43449

The next working meeting will be Tues September 19, 2023 at the Port Clinton Arts Garage, 317 W Perry St, Port Clinton, OH 43452.

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



Mike Shadoan, Board Chairperson

~~7/18/2023~~ 9/5/2023



Jannah Wilson, Executive Director-Secretary

~~7/18/2023~~ 9/5/2023

# Park District of Ottawa County Action List

Action Owner	Action Description	Action Timeline		Action Status
		Action Created	Target Date	
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