



Meeting Minutes for Meeting of the Park District of Ottawa County

February 7, 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 Gary Kohli at 6:06 PM

1. Roll Call

- a. Gary Kohli 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 Present - Y
- g. Others

i. Ken Bogard – Catawba Island Twp. Citizen; exited 7:41 PM

ii. Harper Cromely – Kleinfelder; exited 7:16 PM

2. Minutes for Approval – Meeting Minutes for February 7, 2023

Mike Shadoan moved to approve the minutes for the January 17, 2023 meeting.

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 February 7, 2023 – Jannah Wilson reviewed at a high level, the January 2023 Expense Report which she included in the Board Packet for the board members' review. She noted that due to the cutoff before the end of December for 2022 payments, some of December's payments occurred in January 2023. Jannah also noted she opened a new Purchase Order for Kleinfelder's charges, previously Poggemeyer Design Group, due to their name change. She also transferred funds to the line item for Kleinfelder. This was approved by the Ottawa County Commissioners with an amended certificate.

Mike Shadoan moved to approve the January 2023 Fiscal Report.

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.

Jannah Wilson also reported that the Village of Marblehead sent an email to her informing her that the Village wishes to relinquish the \$15,000 grant the Park District awarded to them in 2022 for conversion of the building in Radar Park to a Welcome Center. Radar Park was transferred to the Village from the federal government with restrictions and unfortunately, the approvals required from the National Park Service cannot be obtained within the timeline agreed to in the grant program. Jannah recommended that the \$15,000 be rolled into the

2023 Grant Program. The board agreed. Jannah presented Resolution 2023-02 Release Funds from Grant 22-07 Marblehead Welcome Center for the board's approval.

Betsy Slotnick moved to approve Resolution 2023-02 Release Funds from Grant 22-07 Marblehead Welcome Center.

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.

A copy of Resolution 2023-02 can be found in the resolution archive.

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

4. **Public Comment – Meeting Minutes for February 7, 2023** – Ken Bogard commended the board on providing a grant to Port Clinton for the Portage Park Playground Upgrades in 2022. He noted he was disappointed that there were no Portage Twp. Trustees at the Park District Board meeting held at the Portage Twp. Township Hall in December. He believes these meetings would be a good avenue for the Park District to inform trustees/leaders across Ottawa County of the projects, opportunities, etc. the Park District is working on. He asked if we plan to hold any meetings around the county during 2023. Jannah Wilson responded that our first meeting of the month is typically held at the Ottawa County Agricultural Building and the second meeting of the month we move around the county, with the intention to span the entire length. She briefly reviewed our 2023 meeting locations. It was noted that our meeting schedule and locations are included in the calendar on our website for reference. Ken noted that some e-bikes are capable of going 50 mph, a speed which he believes could result in injuries. He asked who would be liable for injuries on a trail. Gary Kohli noted that the Park District is covered by the county's liability insurance. Ken noted he would be disappointed if 50 mph e-bikes were allowed on Park District trails. Jannah Wilson explained that Class 1 and 2 e-bikes are not capable of going 50 mph and the Park District would likely allow only Class 1 and 2 e-bikes. Ken asked if the Park District had any leanings on a trail route for the Catawba Islander Trail and Greenway. Jannah Wilson noted that we/Kleinfelder have not completed the Catawba Islander Trail and Greenway Master Plan yet and the Master Plan will include multiple trail route options. After the Master Plan is completed by Kleinfelder, the Park District will review the Master Plan with the Catawba Twp. Trustees and will provide an avenue for any interested citizens to provide comments on the Master Plan. Following the review period the board will approve the Master Plan. Currently we intend to include four route options in the Master Plan. Ken noted that his desire is to see us connect the parks in Catawba Twp. Gary Kohli noted that the Park District will decide and approve the name of the trail.

5. **Executive Director's Report – Meeting Minutes for February 7, 2023**

- Jannah Wilson reported that she received 5 applications for the Part-time Administrative Assistant role we posted. Two of the five applicants did not submit all of the material she requested in the posting, so she is planning to interview the three applicants who submitted all of the material requested. She is currently scheduling the interviews, including a board member in each interview.
- Jannah reminded the board members to complete and submit to her their scored Priority Spreadsheet which she sent the board members.
- Jannah Wilson reported that she and Jack Madison will meet with Chief John Gangway on February 17, 2023 to discuss and provide an update on the Catawba Islander Greenway and Trail plan development.
- Jannah Wilson noted she plans to apply for a Shores and Islands Destination Development grant to help fund the Marblehead Peninsula Trail Feasibility Study.
- Jannah Wilson reported that OPRA has asked her to write an article about the Park District for their newsletter.
- Jannah Wilson provided an update on the Park District board meeting schedule.

- g. Jannah Wilson reported that the Prosecuting Attorney replied to her question, indicating that it is permissible for the Park District to give a grant to an applicant for land acquisition.
- h. Jannah Wilson provided an update on the historical, current and future land use mapping work GEOACE is conducting for the Park District. She noted we have an option to have the information on one map or two maps. In the future, with the needed software, the maps could be interactive, if desired.
- i. Jannah Wilson reported that the CIC Boat Show is April 28, 29 and 30, 2023 and we have a booth reserved.
- j. Jannah Wilson reported that two Bike Safety Days are scheduled for June 13 and 14 at the Hopfinger Zimmerman Memorial Park with 25 registrants per day. Jannah met with Hopfinger Zimmerman representatives, the Ottawa County Sheriff and a Health Dept. representative in the fall to agree the dates and plans. Registration will be in April/May. Jannah would like to bulk order the bike helmets. The Sheriff has offered to store the bikes until the events.

DONE ACTION: *Jannah Wilson to ask Michelle Ish what the policy is for part-time employee medical benefits.*

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 February 7, 2023 – No discussion.

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. Catawba Islander Trail and Greenway – Meeting Minutes for February 7, 2023 – Harper Cromley reviewed an ODOT chart which denotes the type of trail preferred/recommended along a roadway as a function of speed limit and traffic density. Harper plotted various points from the Catawba Islander Trail and Greenway trail route options on the chart. Harper also reviewed a map of the curve at Pebble Beach on which she drew curves illustrating areas where drivers would not have adequate distance to stop when a pedestrian comes into view. Harper also shared drawings illustrating potential trail designs and resultant drainage problems. She indicated that the curve at Pebble Beach has many of these problems. Harper and the board discussed the option to route the trail down Croghan. Harper will obtain additional measurements on Croghan. The board would like to keep Croghan in the Master Plan as an option to make the Master Plan inclusive of routes discussed regardless of preference/viability. Jannah Wilson noted that she received questions from David Howell which ODOT, rather than she, should answer. She forwarded David's questions to ODOT. Jannah will respond to David with ODOT's response.

ACTION: *Jannah Wilson and Jack Madison to meet with the Catawba Island Twp. Trustees, Fire Dept., EMS and Police before the Catawba Islander Trail and Greenway Master Plan is completed and published.

- c. Danbury Twp. – Meeting Minutes for February 7, 2023 – 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.*

- d. Property/Road/Sidewalk/Trail Opportunities in the Oak Harbor Area – Meeting Minutes for February 7, 2023 – No discussion.

- e. Davis Besse Railroad Opportunity - Meeting Minutes for February 7, 2023 – No discussion.

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 February 7, 2023 – Mike Shadoan informed Jannah that he met a woman interested in volunteering for the Portage River Water Trail. He gave Jannah the woman's contact information. Mike noted that possibly she could review the PRWT map which indicates launch locations and she could note which trails are undeveloped or under developed.

Mike also indicated he would like the Park District to host a ribbon cutting for the opening of the recently completed Eagle Scout launch.

8. Executive Session – Meeting Minutes for February 7, 2023

Mike Shadoan moved that the board go into Executive Session at 7:41 PM for the purpose of discussing property acquisition.

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.

Mike Shadoan moved that the board exit Executive Session at 8:54 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.

9. Adjournment – Meeting Minutes for February 7, 2023

Judy Indorf moved the meeting be adjourned at 8:56 PM

Jack Madison seconded the motion.

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

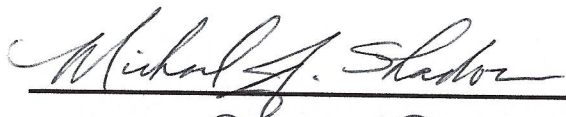
Gary Kohli	Yes
Judy Indorf	Yes
Jack Madison	Yes
Mike Shadoan	Yes
Betsy Slotnick	Yes

The motion carries.

Next working meeting will be Tues Feb 21, 2023 at the Oak Harbor Public Library, 147 W. Main St., Oak Harbor, OH 43449

Next regular meeting will be Tues March 7, 2023 at the Ottawa County Agricultural Building, 240 W. Lake St. Oak Harbor, OH 43449

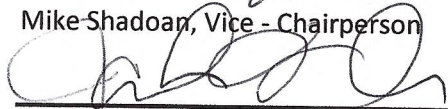
I attest the meeting minutes have been approved by the Board of Park Commissioners in a public format:



Mike Shadoan, Vice - Chairperson

2/21/23

2/21/2023



Jannah Wilson, Executive Director-Secretary

2/21/23

2/21/2023