



Meeting Minutes for Meeting of the Park District of Ottawa County

April 4, 2023

Meeting Location: Clay Twp. Hall
21774 Holts East Rd.
Genoa, OH 43430

The Park District of Ottawa County Meeting was called to order by Gary Kohli at 6:11 PM

1. Roll Call

- a. Gary Kohli Present – Y
- b. Mike Shadoan Absent
- c. Judy Indorf Present – via Microsoft Teams
- d. Jack Madison Present - Y
- e. Betsy Slotnick Present – Y
- f. Jannah Wilson Present – Y
- g. Others
 - i. Joe Badger – Clay Twp. Trustee; exited 6:45 PM
 - ii. Anthony Coyne – Attorney, Mansour Gavin LLC; arrived 6:45 PM; exited 8:07 PM
 - iii. Harper Cromley – Kleinfelder; exited 6:45 PM
 - iv. Nathaniel Diekman – Genoa Citizen; exited 6:45 PM
 - v. Terry Mitchell – exited at 6:45pm
 - vi. Vickey Johnson – exited at 6:45pm

2. Minutes for Approval – Meeting Minutes for April 4, 2023

Jack Madison moved to approve the minutes for the March 21, 2023 meeting.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

3. Fiscal Report – Meeting Minutes for April 4, 2023 – Jannah Wilson noted the March 2023 Financial Report was included in the board packet with the detailed March expenses included in the report. Jannah noted that the first half 2023 levy proceeds were received in the amount of \$732,867.85. Jannah reviewed at a high level the more significant expenses. Jannah also noted she sent via email to the Board a proposed revised lease agreement for the Park Office. The lease agreement is proposed to be modified to increase the space the Park District will utilize, with an increased cost of \$2400 per year. The proposed revised lease would take effect on May 1, 2023, allowing for 2 weeks to prepare the additional space for the newly hired Park District of Ottawa County Administrative Assistant.

Betsy Slotnick moved to approve the revised lease agreement.

Jack Madison seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Abstain
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 April 4, 2023 –** Nathaniel Diekman, Genoa citizen, asked if the Park District is involved in the extension of the NCIT from Genoa to Millbury. Jannah replied that we are leading the work to extend the NCIT from Genoa to Millbury. Currently these discussions center around property acquisition which we discuss in Executive Session.

Joe Badger, Clay Twp. Trustee, noted that the Park District meeting schedule indicated a Working Meeting on Tuesday April 18, 2023. Joe asked what the topic of the Working Meeting is. Jannah Wilson explained that the Park District holds a meeting the first and third Tuesday of every month. The first meeting of the month is a regular meeting with a full agenda. The second meeting of the month is a Working Meeting and has an abbreviated agenda with a special topic that changes each month. Joe indicated that Clay Twp. is planning to repave Martin Williston Rd. in 2024. They have received a grant for the repaving and have a design. He shared a drawing of the repaving project and indicated the drawing includes integration of the multi-use trail with the repaving project. The township agrees with the Park District that converting the existing E-W trail which is on-road with Martin Williston Rd. to a separated trail off road along Martin Williston Rd. is the best resolution to improve safety. Both also agreed that while the township would be responsible for the repaving and the Park District for constructing the off road trail, it would be best to integrate the trail project with the repaving project to the extent possible. Jannah asked who owns the right of way along Martin Williston Rd. Joe indicated that the township does not own the right of way, but does have rights to a 60 ft right of way. With a 60 ft right of way, the road is 20 ft wide, leaving room for a 5 ft buffer between the road and a 10 ft path all within the right of way. Jannah indicated the Park District is in agreement with the path and have talked to Craig Miller, Ottawa County Deputy Engineer, regarding the trail plan and design. Jannah noted that the drawing shared by Joe indicates the trail would cross Martin Williston Rd. away from a cross road intersection and Ron Lajti, had indicated previously he desired any road crossings be located at an intersection. Jannah indicated she would talk to Craig about the location of the road crossing. Jannah and the board indicated that separating the trail from Martin Williston Rd. would likely make it more likely that trail users would go all of the way to Genoa as she has been told by several people that they stop and return to Elmore when the NCIT reaches Martin Williston Rd. Joe indicated he had heard the same comments.

5. **Executive Director's Report – Meeting Minutes for April 4, 2023:**

- See the Marblehead Peninsula section for discussion regarding the Marblehead Feasibility Study.
- See the Portage River Water Trail section for discussion regarding the Portage River Water Trail.
- Following the Executive Session Jannah Wilson asked the board to approve Resolution 2023-06 Memorandum of Understanding Park District of Ottawa County and Black Swamp Conservancy which gives Jannah approval to work with the Black Swamp Conservancy to transfer a property from the Black Swamp Conservancy to the Park District of Ottawa County for the purpose of conserving the property and making the property a publicly accessible nature preserve.

Jack Madison moved to approve Resolution 2023-06 Memorandum of Understanding Park District of Ottawa County and Black Swamp Conservancy.

Betsy Slotnick seconded the motion.

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

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

The motion carries.

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

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 April 4, 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. North Coast Inland Trail/Genoa/Millbury – Meeting Minutes for April 4, 2023 – No discussion.

1.

- c. Catawba Islander Trail and Greenway – Meeting Minutes for April 4, 2023 – Jannah Wilson noted she has sent the draft of the Catawba Islander Trail and Greenway to the board for comments. Friday April 7, 2023 she, Harper Cromley and Judy Indorf will meet to incorporate the comments with the intention to have the draft completed prior to the Park District board meeting on April 18, 2023 where she will ask the board to approve making the Master Plan available to the public for their comments. The public will have 30 days to submit comments either electronically or at the Park District's May 16, 2023 meeting which will be held at the Catawba Twp. Community Hall.

DONE 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.

- d. Portage River Water Trail – Meeting Minutes for April 4, 2023 – Jannah Wilson reported that she led the Portage River Water Trail partners in a workshop, attended by 11 people, including TMACOG, ODNR (virtually from Columbus), Mike Shadoan, Soil and Water Conservation, Wood County Park District, Tracy Colston (Port Clinton), Dave Hower (Elmore Village Administrator), Mark Coppeler (Ottawa County Commissioner). She noted that many of the members are working on their access points and signage with a goal to have the work completed by Memorial Day weekend. Jannah reviewed the sites currently in place or underway:

- Oak Harbor – complete with signage underway
- Elmore – two sites partially completed
- Woodville and two sites in Pemberville – primitive access points
- County Fairgrounds – to be completed this summer, with a goal to complete before the fair; received a \$10,000 grant from the Park District of Ottawa County to construct the access point; the access point will be gravel to start and can be improved over time
- Marinewood – the access point needs improvement and US Fish and Wildlife is awaiting permits
- Port Clinton Beach – complete
- Portage River Wildlife Area – complete
- Little Portage River – completed through an Eagle Scout project and funded by the Park District

Jannah indicated that the Park District will host an informational booth for the Portage River Water Trail at the Portage River Festival in Elmore on June 25.

- **Marblehead Peninsula – Meeting Minutes for April 4, 2023** – Jannah Wilson requested that the board approve Resolution 2023-05 Application for Destination Development Grant, which grants Jannah approval to apply for a \$10,000 Destination Development Grant from Shores and Island Ohio to supplement the \$60,000 the Park District has budgeted for the Marblehead Feasibility Study. The grant would enable us to increase public engagement. Jannah is working on the application and obtaining letters of support to include with the application.

Jack Madison moved to approve Resolution 2023-05 Application for Destination Development Grant.


Betsy Slotnick seconded the motion.

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

Gary Kohli	Yes
Judy Indorf	Abstain

Next regular meeting will be Tues May 2, 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, Vice Chairperson
Gary Kohli, Board Chairperson

4/18/2023

4/18/2023

Jannah Wilson, Executive Director-Secretary

4/18/2023

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