



Meeting Minutes for Meeting of the Park District of Ottawa County

April 2, 2024

Meeting Location: Ottawa National Wildlife Refuge Visitor Center
14000 OH-2,
Oak Harbor, OH 43449

The Park District of Ottawa County meeting was called to order by Judy Indorf at 6:00 PM.

1. Roll Call

- a. Mike Shadoan Present – Yes, arrived 6:15 PM
- b. Judy Indorf Present - Yes
- c. Jack Madison Present - Yes
- d. Trish McCartney Present - Yes
- e. Betsy Slotnick Absent
- f. Jannah Wilson Present – Yes
- g. Others:

i. Quinton Babcock – Mayor Village of Oak Harbor

2. Minutes for Approval – Meeting Minutes for April 2, 2024 –

Jack Madison moved to approve the minutes for the March 19, 2024 Park District of Ottawa County Meeting.

Trish McCartney seconded the motion.

A voice vote was held with 3 in favor and 2 absent.

The motion carries.

3. Fiscal Report – Meeting Minutes for April 2, 2024 – Jannah Wilson reviewed at a high level the expenses and revenues for the month of February 2024. Jannah noted the Park District received the first 2024 revenue disbursement of our levy proceeds in February.

Mike Shadoan moved to approve the February 2024 Fiscal Report.

Jack Madison seconded the motion.

A voice vote was held with 4 in favor and 1 absent.

The motion carries.

4. Public Comment – Meeting Minutes for April 2, 2024 – Quinton Babcock informed the Park District that the Village of Oak Harbor is in the process of finishing a comprehensive village plan. They would like to include a robust plan for parks and connectivity in the plan and requested that the Park District support this effort. Quinton reviewed their current park assets, noting that Veterans' Park is the largest park in the village and includes sports fields, a 0.6 mile walking trail and a shelter house. He noted the shelter house is in need of repair at a minimum and possibly an upgrade. Quinton also noted the other parks in Oak Harbor include the log cabin in Adolphus Kraemer Park, the new Friendship Park, the Flat Iron Park and the Riverwalk. The Park District replied that it would be interested in supporting the development of a robust park plan for the village, but noted the Park District would be very interested in including connectivity options in the plan, specifically connectivity between schools and parks and the village to the Ottawa County Fairgrounds and the OCIC and OCRC buildings. Quinton and the Park District agreed a robust plan would take many years to implement, but would enable successive investments to be made intelligently.

Mike Shadoan moved that the Park District support the Village of Oak Harbor's effort to develop a robust Village of Oak Harbor Parks Master Plan including providing funding for 2/3 of the cost of the plan development up to a maximum of \$38,000.

Trish McCartney seconded the motion.

A voice vote was held with 4 in favor and 1 absent.

The motion carries.

Quinton also reported that Shores and Islands has awarded the Village of Oak Harbor a Destination Development grant for the development of Friendship Park.

5. Executive Director Report – Meeting Minutes for April 2, 2024

Jannah Wilson reported that we have received four responses to our RFQ to support the Park District in the development of a strategic plan. Jannah will work with Sara Hill and Chuck Mattimoe to review and score the RFQs with the intention to then conduct virtual interviews of the top two proposals. Jannah and the board agreed a steering committee that would work with the consultant in the development of the strategy would be beneficial. The steering committee could include one or two board members along with some community members.

Jannah Wilson read Resolution 2024-14 Settlement Agreement and Mutual Release which concerned a dispute over a potential interest in property and requested the board approve the resolution.

Jack Madison moved to approve Resolution 2024-14 Settlement Agreement and Mutual Release.

Judy Indorf seconded the motion.

A roll call vote was held with the following outcome:

Judy Indorf	Yes
Jack Madison	Yes
Trish McCartney	No
Mike Shadoan	Yes
Betsy Slotnick	Absent

Resolution 2024-14 Settlement Agreement and Mutual Release passes. A copy of the resolution is available in the resolution archive.

See Catawba Islander Trail and Greenway section for related discussion.

See North Coast Inland Trail Genoa/Millbury section for related discussion.

See Marblehead Peninsula section for related discussion.

6. Old Business

a. **North Coast Inland Trail Genoa/Elmore – April 2, 2024 Minutes** – No discussion.

b. **North Coast Inland Trail Genoa/Millbury – April 2, 2024 Meeting Minutes** – Jannah Wilson reported that she has continued to review the size of the property we need to purchase from Genoa Bank for the portion of the NCIT route through the Village of Genoa. She reported that if we increase the size of the triangle parcel slightly, we will not need to request an easement from the Genoa Branch of the Harrison Elmore Library. The updated appraisal indicates enlarging the parcel would increase the cost of the property by \$1100.

Trish McCartney moved the Park District accept the appraisal of \$25,600 and the associated enlarged size and shape of the parcel the Park District of Ottawa County is interested in purchasing and give Jannah Wilson approval to sign the appraisal and work with Greg Vriezelaar from West Erie Realty, to purchase the parcel from Genoa Bank.

Mike Shadoan seconded the motion.

A voice vote was held with 4 in favor and 1 absent.

The motion carries.

- c. **Catawba Islander Trail and Greenway – April 2, 2024 Meeting Minutes** – Jannah Wilson noted that she included the signed contract with DGL Consulting Engineers, LLC to conduct the boundary survey on the two properties the Park District recently purchased in Catawba Island Twp. in the board packet. Jannah noted that the boundary survey had already been completed at the Islander Woods and Trailhead prior to our purchase, so DGL will only place boundary markers on the property. On the West Harbor Preserve property, DGL will need to update the existing survey prior to placing boundary markers.
- d. **Portage River Water Trail – April 2, 2024 Meeting Minutes** – No discussion.
- e. **Marblehead Peninsula – April 2, 2024 Meeting Minutes** – Jannah Wilson reported that the Open House for the Marblehead Peninsula Trail Feasibility will be held on April 18, 2024 from 6:00 PM to 8:00 PM at the Shores and Islands Visitor Center on State Route 53 in Port Clinton. Jannah noted that an online public survey will be initiated prior to the open house and the survey will continue after the open house.
- f. **Oak Harbor Area – April 2, 2024 Meeting Minutes** – No discussion.
- g. **Davis Besse Railroad Opportunity – April 2, 2024 Meeting Minutes** – No discussion.
- h. **Friends of Ottawa County Parks – April 2, 2024 Meeting Minutes** – Jannah Wilson commended the Friends of Ottawa County Parks for their work putting the Solar Eclipse Family Viewing Kits together. She also reported that Denny Patthoff called to inform her that he would like to step down from the president role of the Friends of Ottawa County Parks. He would, however, like to remain involved. The Friends will work on electing a new president.

7. New Business

- a. **Board Member Comments – April 2, 2024 Meeting Minutes** – No discussion.
- b. **Information Items – April 2, 2024 Meeting Minutes** – No discussion.

8. Adjournment – April 2, 2024 Meeting Minutes

Judy Indorf moved the meeting be adjourned at 7:44 PM
 Jack Madison seconded the motion.
 A voice vote was held with 4 in favor and 1 absent.
 The motion carries.

The next two meetings will be:

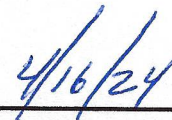
April 16, 2024 at 6:00 PM at the Village of Elmore Town Hall Council Room, 344 Rice St. Elmore, OH 43416

And

May 21, 2024 at 6:00 PM at the Carroll Twp. Hall, 11080 W. Toussaint East Rd., Oak Harbor, OH 43449

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

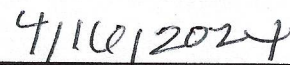




Mike Shadoan, Board Chairperson

4/16/2024





Jannah Wilson, Executive Director-Secretary

4/16/2024

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