



Meeting Minutes for Meeting of the Park District of Ottawa County

March 5, 2024

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 Mike Shadoan at 6:04 PM.

1. Roll Call

- a. Mike Shadoan Present – Yes
- b. Judy Indorf Remotely via Microsoft Teams at 7:10 PM; abstained from voting
- c. Jack Madison Present - Yes
- d. Trish McCartney Absent
- e. Betsy Slotnick Present - Yes
- f. Jannah Wilson Present - Yes

2. Minutes for Approval – Meeting Minutes for March 5, 2024

Jack Madison moved to approve the minutes for the February 20, 2024 Park District of Ottawa County Meeting.

Mike Shadoan seconded the motion.

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

The motion carries.

*Betsy Slotnick
abstained from voting*

3. Fiscal Report – Meeting Minutes for March 5, 2024 – Jannah Wilson explained that two property tax bills were paid for the two properties owned by the Park District, but she completed the paperwork in order to be reimbursed for the taxes once approved as tax exempt properties. Black Swamp Conservancy has also agreed to pay the prorated taxes for the West Harbor Preserve, but waiting for the determination of the reimbursable amount before issuing the funds.

The annual Cash Basis Report (a.k.a. Hinkle Report) has been submitted to the state. Accounting firm Julian and Grube prepared the report and is in the 2nd year of a 3-year contract with the Park District for work done with the report.

Jack Madison moved to approve the February 2024 Fiscal Report.

Betsy Slotnick seconded the motion.

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

The motion carries.

Jack Madison moved to approve the Martin Williston Rd Kleinfelder Contract Amendment of an additional \$11,000.00 in order to account for public meetings, additional plan sheets requested by County, and engineering supervision during construction.

Betsy Slotnick seconded the motion.

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

The motion carries.

4. Public Comment – Meeting Minutes for March 5, 2024 – No discussion.

5. Executive Session – Meeting Minutes for March 5, 2024

Jack Madison made a motion to enter executive session for the purpose of discussing Pending or Imminent Court Action. The board invited Jannah Wilson and Katie Weber into executive session.

Betsy Slotnick seconded the motion.

A roll call vote was held with the following outcome:

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

Jack Madison made a motion to exit executive session at 6:56 PM.

Betsy Slotnick seconded the motion.

A roll call vote was held with the following outcome:

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

6. **Executive Director Report – Meeting Minutes for March 5, 2024** – Jannah Wilson reviewed the list of various Public Lands classification definitions the board requested she put together.

See Catawba Islander Trail and Greenway section for related discussion.

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

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

7. **Old Business**

- a. **North Coast Inland Trail Genoa/Elmore – March 5, 2024 Minutes** – Jannah Wilson reported that the letters to each of the 12 property owners along Martin Williston Rd. were sent out today. This letter informs each property owner of the normally scheduled March 19, 2024 Park District of Ottawa County board meeting at the Clay Twp. Hall at which modifications to the NCIT along Martin Williston Rd. will be discussed.

- b. **North Coast Inland Trail Genoa/Millbury – March 5, 2024 Minutes** – Jannah Wilson read Resolution 2024-11 ODNR RTP/COTF Funds for approval. The funds would be used for engineering and some trail work for the Genoa NCIT 6th to 9th St. trail. The funds could be used in conjunction with ODOT TAP funds, should we be awarded any. ODOT TAP funds cannot be used for engineering. The ODNR RTP/COTF grant requires a 25% cost share. Should we be awarded the maximum, our cost share would be \$50,000.

Jack Madison made a motion to approve resolution 2024-11 ODNR RTP/COTF Funds

Betsy Slotnick seconded the motion.

A roll call vote was held with the following outcome:

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

Resolution 2024-11 ODNR RTP/COTF passes. A copy of the resolution is available in the resolution archive.

- c. **Catawba Islander Trail and Greenway – March 5, 2024 Minutes** – Jannah Wilson reported that the top two consulting firms, Environmental Design Group and EDGE, who responded to our RFP for the Catawba Park Areas Master Plan will be interviewed prior to a selection decision. Jannah Wilson discussed the letter the Park District of Ottawa County received from the Sandusky County Park District regarding their sale of property in Sandusky County, currently part of the North Coast Inland Trail, that she included in the board packet. The park board discussed the project and reviewed maps provided by Sandusky County Park District. In order for SCPD to move forward with the project SCPD is required by law to offer the NCIT property for sale to a local entity before selling to the Ohio Turnpike.

Jack Madison made a motion that the Park District of Ottawa County has no interest in the property.

Betsy Slotnick seconded the motion.

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

The motion carries.

Jannah Wilson reviewed the list of possible names for the 7.6 acre Pitera Property to be acquired by the Park District. Jannah described the property as being wooded with a pond. She noted it is likely we will plant additional native plants on the property, develop fishing access for the pond and possibly add some benches and a small picnic area, possibly utilizing park equipment with natural designs, e.g. faux tree stump chairs and picnic tables, etc. and add a multi-use trail through the property. The Pitera family has requested the pond be named “Bob’s Pond” after Bob Johnson, Allegra Pitera’s father, who owned the property for many years and loved coming to Catawba. The list of possible names Jannah provided for the property was discussed.

Jack Madison moved the property be named Islander Woods and Trailhead.

Betsy Slotnick seconded the motion.

A voice vote was held with 3 in favor, 1 abstained and 1 absent.

The motion carries.

Jack Madison moved the pond on Islander Woods and Trailhead property be named “Bob’s Pond” in memory of Bob Johnson, Allegra Pitera’s father, who owned the land for many years and loved coming to Catawba, as requested by the Pitera family.

Betsy Slotnick seconded the motion.

A voice vote was held with 3 in favor, 1 abstained and 1 absent.

The motion carries.

Jannah Wilson reported that the closing for the Pitera property will be at Hartung Title on Friday March 8, 2024 at 9:00 AM.

- d. **Portage River Water Trail – March 5, 2024 Meeting Minutes** – Jannah Wilson noted that the Portage River Water Trail workshop meeting for all partnering agencies will be Friday March 15, 2024. ODNR has agreed to redo the Hazard signs, making them a manageable size. Jannah noted that the dams in the Portage River have been breached and therefore do not need hazard signs.
- e. **Marblehead Peninsula – March 5, 2024 Meeting Minutes** - No discussion.
- f. **Oak Harbor Area – March 5, 2024 Meeting Minutes** – No discussion.
- g. **Davis Besse Railroad Opportunity – March 5, 2024 Meeting Minutes** – No discussion.
- h. **Friends of Ottawa County Parks – March 5, 2024 Meeting Minutes** – Jannah Wilson reported that the Friends will assemble the Solar Eclipse viewing bags for the Park District. Jannah noted that once we own the Pitera property, we will likely have a clean-up day that

members of the Friends could help with. Jannah will communicate this to the Friends and will also start a list of possible volunteers. Jannah will also provide a list of projects to the Friends which they could consider supporting. Jannah also reported that Linda Amos submitted the grant application to the Ottawa County Community Foundation requesting funding support for the Park District's Bike Safety Day.

8. New Business

a. Board Member Comments – March 5, 2024 Meeting Minutes –

- Jack Madison informed the board that the Ottawa County Community Foundation fundraiser event will be held at the Catawba Island Club on July 23, 2024.
- Jack Madison commented that we should consider adding an archway on the NCIT where it enters Ottawa County. Jannah continued, noting that some of the benches on the NCIT need maintenance repairs. She plans to develop an amenities plan for the NCIT to include benches and trash cans made from recycled materials that do not rust or decay. Betsy Slotnick commented that we should also include Recycle Cans. It was noted the material deposited for recycle would need an outlet.
- Jack Madison, Jannah Wilson and Judy Indorf commented that the Port Clinton City Recreational Amenities Survey and Plan Meeting was held last Monday February 26, 2024 at the Port Clinton Arts Garage. The Port Clinton team had a good response to their survey. The survey showed a good interest in trails to connect various amenities in Port Clinton to each other and to neighborhoods. The consultant team put together a high level view of possible Active Transportation Routes in Port Clinton and both Port Clinton and the Park District are amenable to working together in developing trails to connect people to parks and places. Jannah will email the two surveys the Port Clinton team has solicited public response for along with the results of the first survey. The second survey is still underway.
- Judy Indorf noted that the 50 Total Eclipse viewing bags the Park District is assembling have already been reserved. Jannah noted that they were all reserved the same day registration for them opened. Jannah added they plan to assemble an additional 50 viewing bags. She described the viewing bag contents as containing 4 solar eclipse viewing glasses, a total solar eclipse information pamphlet and supplies to make 4 UV sensitive bead bracelets.

b. Information Items – March 5, 2024 Meeting Minutes – No discussion.

9. Adjournment – March 5, 2024 Meeting Minutes

Mike Shadoan moved the meeting be adjourned at 7:53 PM

Jack Madison seconded the motion.

A voice vote was held with 3 in favor, 1 abstain and 1 absent.

The motion carries.

The next two meetings will be:

March 19, 2024 at 6:00 PM at the Clay Township Hall, 21774 Holts East Road, Genoa, OH 43452

And

April 2, 2024 at 6:00 PM at the Ottawa National Wildlife Refuge Visitor Center, 14000 OH-2, Oak Harbor, OH 43449

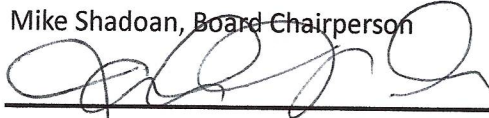
I attest the meeting minutes have been approved by the Board of Park Commissioners in a public format:

Mike Shadoan

3/19/2024

Mike Shadoan, Board Chairperson

3/19/2024



3/19/2024

Jannah Wilson, Executive Director-Secretary

3/19/2024

Park District of Ottawa County Action List

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