



Meeting Minutes for the Park District of Ottawa County

October 21, 2025

Meeting Location: Ida Rupp Library
310 Madison St.
Port Clinton, Ohio 43452

The Park District of Ottawa County meeting was called to order by Mike Shadoan at 6:01 PM.

1. Roll Call

- | | |
|--|-------------|
| a. Judy Indorf | Present - Y |
| b. Jack Madison | Present - Y |
| c. Trish McCartney | Present - Y |
| d. Mike Shadoan | Present - Y |
| e. Betsy Slotnick | Present - Y |
| f. Jannah Wilson | Present - Y |
| g. Others | |
| i. Jeff White - Village of Marblehead, Administrator | |

2. Minutes for Approval – Meeting Minutes for October 21, 2025 –

Trish McCartney moved to approve the minutes for the October 7, 2025 Park District of Ottawa County Meeting with the revision to indicate that Ben Widmer discussed a maintenance building with the Park District rather than a headquarters building.

Jack Madison seconded the motion.

A voice vote was held with 5 in favor, and 0 against.

The motion passes.

3. Financial Report – Meeting Minutes for October 21, 2025 – No discussion. Fiscal Report given at the first meeting of the month.

4. Public Comments – Meeting Minutes for October 21, 2025 – Jannah Wilson and Jeff White informed the board that the Requests for Proposal for the engineering work for the Alexander Pike Multi-use Trail are due October 27, 2025. Jannah, Jeff and Judy Indorf will review the RFPs on October 30, 2025 and will hold a Microsoft Teams call to discuss the top two proposals with the corresponding firms.

See Marblehead Peninsula section for additional related discussion.

5. Executive Director Report – Meeting Minutes for October 21, 2025 – Jannah Wilson reviewed the latest draft of the Park District of Ottawa County 2026 budget, which she included in the board packet, noting that all changes since our October 7, 2025 meeting were highlighted in yellow. Jannah explained that she increased the allocations in the Land Acquisition category explaining that the Ottawa County Auditor's Office told her that grant money used for items needed to be included in the budget line item so that a full amount can be expensed against that line without going negative. Jannah therefore increased several budget line items accordingly. Jannah also noted she increased the line-item allocation for Cracks and Surface Treatments as discussed at our previous meeting. Jannah explained that the draft budget is due to the Ottawa County Administrator's Office this Monday October 27, 2025 and they will begin inputting the budget into the county system, noting that changes can still be made to the budget until formal approval from Board of Park Commissioners is given. Jannah will review the budget with the Ottawa County Commissioners on

November 4 2025 at 1:30 PM. Jannah and Mike Shadoan agreed that Mike will attend the budget review with Jannah, as he did in previous years. The budget will be approved by the Ottawa County Commissioners at the end of December. Jannah also informed the board that the Ottawa County Budget Commission will likely hold a meeting in 2026.

See Catawba Island Township section for related discussion.

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

See the Marblehead Peninsula section for related discussion.

6. New Business – Meeting Minutes for October 21, 2025 –

- a. **Board Member Comments – Meeting Minutes for October 21, 2025 –** Judy Indorf asked Jannah if there was an update on the potential opportunities with USG. Jannah replied that she provided USG with the material they requested and will follow-up on the status with her contact at USG.

7. Old Business – Meeting Minutes for October 21, 2025 –

- a. **North Coast Inland Trail Genoa/Elmore - Meeting Minutes for October 21, 2025 –** No discussion.

- b. **North Coast Inland Trail Genoa/Millbury – Meeting Minutes for October 21, 2025 –** Jannah Wilson reported that Kleinfelder is moving forward with setting the pins for the Norfolk Southern corridor we purchased. Carsonite markers have also been ordered and we will wait until the farmers are finished working in their fields for the fall before setting these. The board asked if Jannah had obtained an estimate for tree removal to enable access to our property and when she thought the tree removal would begin. Jannah replied that she received an estimate of \$3,000 from Lake Erie tree. She is still working with CORSA on the insurance for this property, which needs to be finalized before work can begin, and she was also planning to wait until the boundaries are set to begin the tree removal. The board and Jannah also discussed the encroachments. The board expressed their interest in having trees cleared so we have access to the property and placing signs indicating the property is “closed for improvements”.

Trish McCartney moved that Jannah sign an agreement with Lake Erie Tree Service for the removal of trees on the property we purchased from Norfolk Southern to enable access to the property and ask to be put on their list to start work, preferably by November 15, 2025. Trish also moved that Jannah talk to our legal counsel and request their direction regarding the proper method to notify the adjacent property owners that we will be beginning work on our property.

Jack Madison seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

- c. **Catawba Island Township - Meeting Minutes for October 21, 2025 –** Jannah Wilson discussed with the board her request for approval to apply for a Land and Water Conservation Fund grant to use for acquisition of property in Catawba Island Twp. Jannah informed the board that the due date for grant applications is November 14, 2025, grants up to \$500,000 can be requested for outdoor recreation improvements and the cost share match is 50:50. Neal Hess, Venture in Conservation, indicated to Jannah that Clean Ohio Fund grants seem to be more competitive this year so he suggested we also apply for a Land and Water Conservation Fund grant. We can consider using any Clean Ohio grant money we are awarded as part of our cost share with a Land and Water Conservation Fund grant, if awarded. Jannah also reminded the board that we approved Resolution 2025-25 Application for Clean Ohio Conservation Fund Grant Funding Cost Share at our October 7, 2025 meeting,

giving approval for up to a \$200,000 match for a Clean Ohio Conservation Fund Grant. Jannah would like to apply for a \$500,000 Land and Water Conservation Fund grant and any amount granted would require a match from the Park District of the same amount, again noting that Clean Ohio Conservation Fund grant money could be used for a portion of the Land and Water Conservation Fund match. Jannah requested the board approve Resolution 2025-27 Application for Land and Water Conservation Fund, giving her approval to apply for a Land and Water Conservation Fund grant.

Jack Madison moved the board approve Resolution 2025-27 Application for Land and Water Conservation Fund, giving Jannah Wilson approval to apply for a Land and Water Conservation Fund grant for the possible purchase of property in Catawba Island Twp.

Trish McCartney seconded the motion.

A roll call vote was taken with the following results:

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

Resolution 2025-27 Application for Land and Water Conservation Fund passes. A copy of the resolution is available in the resolution archive.

Jannah Wilson introduced Resolution 2025-28 Islander Woods and Trailhead Construction Contract Approval, approving the selection of the D2 Excavating bid at a base cost of \$307,391.00 and with alternative bid items for two picnic tables, one of which will be ADA accessible, one drinking fountain with a hose bibb, pet bowl and bottle filler and connection to water service for a total cost of \$327,591.00. Jannah showed pictures of the picnic tables and the water fountain. Mike Shadoan asked if we thought we needed a water fountain at a relatively small park, noting that the water fountain also requires the investment in a connection to water. Jannah explained that we see the Islander Woods and Trailhead as the hub for the other Park District parks in northwest Catawba and the trailhead for a possible future Catawba trail. Whereas Islander Woods and Trailhead is just over 7 acres, the total park area in northwest Catawba is ~ 30 acres when Park District and Catawba Island Township parks are included. Jannah also indicated that the Park District would like a water source for a hose connection for use in maintenance. She also noted that with the Islander Woods and Trailhead property being the first park area the Park District develops, she sees the Islander Woods and Trailhead as being a model for the Park District's brand and setting standards as we develop our future properties. Mike Shadoan also asked why the selected picnic table was made of wood rather than recycled plastic composite. Jannah explained that other local officials have told her that they have found maintenance of the composite picnic tables is more difficult. They cannot be sanded or repainted to remove any marking whether from vandalism or use. Mike replied that he has experience with a composite picnic table that is not a veneer, but is a solid composite color, so it can be sanded to remove markings. However, he agreed we can give the wooden picnic tables a try. He also suggested that when we put these items in our inventory list we should include a life expectancy. This can both help us keep track of actual lives vs expected and also help us budget several years out. It was also suggested that as we all visit other parks, we should take note of things we see that we like and things we don't like and take pictures so we have good references for board discussions. Jannah noted that the total cost of \$327,591.00, which includes the alternative items, is under our budget of \$374,000.00. She also noted

that James VanEerten has reviewed the contract with D2 Excavating and that Mike Shadoan will also need to sign it as the board president. The contract will not be signed until Jannah receives confirmation that D2 Excavating has a performance bond. There will be a pre-construction meeting in the near future, and the project must be completed by August 1, 2026.

Jack Madison moved to approve Resolution 2025-28 Islander Woods and Trailhead Construction Contract Approval, approving the selection of the D2 Excavating bid at a base cost of \$307,391.00 along with alternative bid items for two picnic tables, one of which will be ADA accessible, one drinking fountain with a hose bibb, pet bowl and bottle filler and connection to water service for a total cost of \$327,591.00, for the Phase 1 Islander Woods and Trailhead project.

Trish McCartney seconded the motion.

A roll call vote was taken with the following results:

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

Resolution 2025-28 Islander Woods and Trailhead Construction Contract Approval passes.

A copy of the resolution is available in the resolution archive

Jannah requested the board approve a motion to approve the contract between the Park District of Ottawa County and DGL Consulting Engineers for surveying and engineering services to perform the Davenport Memorial Woods parking lot design. She forwarded the contract to the board in an email. Jannah reminded the board we will be using a portion of our OPRA Metropark Funds for the materials and construction of the parking lot, however the Park District will pay for the engineering. OPRA Metropark Funds are provided by ODOT, so we are required to follow ODOT processes and include ODOT in the project development. We have over \$84,000 in OPRA Metropark Funds.

Mike Shadoan moved that the board approve Jannah Wilson to sign the contract with DGL Consulting Engineers for surveying and engineering services to perform the Davenport Memorial Woods parking lot design.

Betsy Slotnick seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

Jack Madison asked if any local contractors were considered. Jannah explained that the contractor needs to be a pre-approved ODOT contractor.

- d. **Portage River Water Trail – Meeting Minutes for October 21, 2025** – No discussion.
- e. **Marblehead Peninsula – Meeting Minutes for October 21, 2025** – Jannah Wilson, Jeff White and the board discussed the challenges with the increased interest and use of Speed Vehicles (LSV), often golf carts and their use or desired use on multi-use trails. Jeff also informed the board that many residents have voiced an interest in a trail from Bay Point to Alexander Pike.

See also Public Comments section for additional related discussion.

- f. **Oak Harbor Area – Meeting Minutes for October 21, 2025** – No discussion.

g. Friends of Ottawa County Parks – Meeting Minutes for October 21, 2025 – No discussion.

- 8. Executive Session – Meeting Minutes for October 21, 2025 –** Jannah Wilson requested that the board go into Executive Session and invite Jannah Wilson to join the session.

Judy Indorf moved the board go into Executive Session at 7:36 PM for the purpose of the possible sale or purchase of property.

Jack Madioson seconded the motion.

A roll call vote was held with the following results:

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

The motion passes

Mike Shadoan moved the board exit Executive Session at 7:53 PM.

Trish McCartney seconded the motion.

A roll call vote was held with the following results:

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

The motion passes.

Following Executive Session, the board made the following motion:

Betsy Slotnick moved the board approve Jannah Wilson to obtain an appraisal for a property in Catawba Island Twp.

Mike Shadoan seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion passes.

- 9. Information Items – Meeting Minutes for October 21, 2025 –** Jannah Wilson shared a thank you note that the Park District of Ottawa County received from the Put-in-Bay Twp. Trustees, thanking the Park District of Ottawa County for our support of the Put-in-Bay Twp. in their efforts to improve Alfred Parker Park.

- 10. Adjournment – Meeting Minutes for October 21, 2025 –**

Judy Indorf moved the meeting be adjourned at 7:54 PM.

Trish McCartney seconded the motion.

A voice vote was held with 5 in favor and 0 against.

The motion carries.

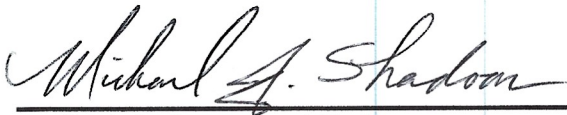
The next two meetings will be:

Monday November 10, 2025 at 6:00 PM at the Catawba Island Twp. Hall, 3307 NW
Catawba Rd., Port Clinton, OH 43452

AND

Tuesday December 9, 2025 at 6:00 PM at the Danbury Twp. Hall, 5972 Port Clinton
Eastern Rd., Marblehead, OH 43440

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



Michael Shadoan, Board Chairperson

11/10/2025

November 10, 2025



Jannah Wilson, Executive Director-Secretary

11/10/2025

November 10, 2025