



Meeting Location

April 21, 2026

**Oak Harbor Public Library
147 W. Main St.
Oak Harbor, OH 43449**

The meeting was called to order by Judy Indorf at 6:03 PM.

1. Roll Call

Board Members:

Judy Indorf	Present - Yes
Jack Madison	Present – Yes
Trish McCartney	Present - Yes
Mike Shadoan	Present – Absent
Elizabeth Slotnick	Present – Yes

Staff Members:

Chuck Mattimoe, Operations Assistant
Jannah Wilson, Executive Director

2. Minutes for Approval – Meeting Minutes for April 21, 2026 –

Elizabeth Slotnick moved to approve the minutes for the April 7, 2026 meeting with one typo correction.

Jack Madison seconded the motion.

A voice vote was held with 3 in favor, 0 against, 1 absent and 1 abstention by Trish McCartney due to her absence at the April 7, 2026 meeting.

The motion passes.

Elizabeth Slotnick moved to untable the motion to approve the minutes for the March 25, 2026 Emergency Meeting, tabled at our April 7, 2026 meeting.

Jack Madison seconded the motion.

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

The motion passes.

Trish McCartney moved to approve the minutes for the March 25, 2026 Emergency Meeting.

Jack Madison seconded the motion.

A voice vote was held with 3 in favor, 0 against, 1 absent and 1 abstention by Elizabeth Slotnick due to her absence at our March 25, 2026 Emergency meeting.

The motion passes.

3. Financial Report – Meeting Minutes for April 21, 2026 – No discussion.

4. Public Comments – Meeting Minutes for April 21, 2026 – No discussion.

5. Executive Director – Meeting Minutes for April 21, 2026 –

See Marblehead Peninsula section for related discussion,

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

See Catawba Island Township section for related discussion.

6. New Business – Meeting Minutes April 21, 2026 –

- a. Board Member Comments – Meeting Minutes for April 21, 2026 –**Jannah Wilson reported that the Park District would have a booth at the CIC Boat Show this coming weekend. Judy Indorf

asked if they had enough support for the weekend and Jannah replied that Sara Hill has identified volunteers to cover the booth for almost all of the weekend, she would fill in where needed and no other help was needed,

Jannah reported that the Park District would also have a booth at the Ottawa County Community Day at the fairgrounds on May 2, 2026.

See Catawba Island Twp. section for related discussion.

See Friends of Ottawa County Parks section for related discussion.

7. Old Business

- a. **North Coast Inland Trail Genoa/Elmore – Meeting Minutes April 21, 2026 –** No discussion.
- b. **North Coast Inland Trail Genoa/Millbury – Meeting Minutes April 21, 2026 –** Jannah Wilson informed the board that there is additional right of way work that needs to be completed along the NCIT from north of Holt Harrigan Rd. to east of Reiman Rd. to allow for established farm crossings. Jannah requested the board approve a 4th Amendment to the Kleinfelder contract for this work. Jannah has explored other options and believes with Kleinfelder's work on this over the past few years, asking them to complete this work is the most efficient option. Through the board's discussion with Jannah on this work, purchase of an additional parcel of land for the NCIT was discussed. The board would like Jannah to work to expedite this purchase on behalf of the Park District of Ottawa County.

Jack Madison moved the board approve up to \$40,000, to cover land acquisition and all associated costs, for Jannah Wilson to expedite the purchase of a parcel of land on behalf of the Park District of Ottawa County, to facilitate the preferred route for the NCIT north of Holt Harrigan Rd. and east of Reiman Rd.

Elizabeth Slotnick seconded the motion.

A roll call vote was taken with the following results:

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

The motion passes.

The board agreed with Jannah's request to approve Amendment #4 to the NCIT Genoa/Millbury extension Phase 1 Kleinfelder contract for an additional \$33,000, approving Kleinfelder to conduct the remaining right of way work for the NCIT Genoa/Milbury extension Phase 1.

Jack Madison moved to approve Amendment No. 4 to the NCIT Genoa/Millbury Phase 1 Kleinfelder contract, for the remainder of the right of way work, at an additional cost of \$33,000, in accordance with the terms presented, and to authorize Jannah Wilson, Executive Director, to execute all necessary documents.

Judy Indorf seconded the motion.

A voice vote was taken with 4 in favor, 0 against and 1 absent.

The motion passes.

- c. **Catawba Island Twp. – Meeting Minutes April 21, 2026 –** Jannah Wilson reported that she has been working with DGL on the design of the parking lot for the Davenport Memorial Woods parking lot, for which we are using ODOT Metroparks funds for construction. Jannah reported that there are three options for the surface: chip and seal aggregate at a cost of

\$62,684.70, asphalt at a cost of \$85,569.80 or concrete at a cost of \$150,816.33. The board discussed the cost/benefits of the options and agreed to approve an asphalt surface.

Trish McCartney moved to approve an asphalt surface for the Davenport Memorial Woods parking lot, with a DGL cost estimate of \$85,569.80.

Jack Madison seconded the motion.

A voice vote was taken with 4 in favor, 0 against and 1 absent.

The motion carries.

Jannah Wilson discussed the parking lot plans for the Islander Woods and Trailhead park area with the board, noting that the current contract with D2 Excavating includes a chip and seal aggregate parking lot. Jannah noted that D2 Excavating has indicated they can construct a concrete parking lot rather than a chip and seal parking lot for an additional cost of \$24,204 since they will already be doing concrete work for the Porta John and drinking fountain foundations. Jannah noted that reinforced concrete would require less maintenance and be much easier to plow. The board and Jannah discussed whether the concrete in the cost estimate would be reinforced and if a 6" thickness was adequate. The board agreed that 6" was adequate, but from the documents provided, it wasn't clear if the concrete was reinforced. The board asked Jannah to confirm that the concrete would be reinforced.

Jack Madison moved to approve Change Order No. 1 for the D2 Excavating contract with the Park District of Ottawa County for the Islander Woods and Trailhead park development, to increase the contract amount by \$24,204.00, replacing the chip and seal aggregate parking lot surface with a reinforced concrete surface and to authorize Jannah Wilson, Executive Director, to execute all necessary documents, providing Jannah confirms the concrete is reinforced with mesh.

Elizabeth Slotnick seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion passes.

Jannah Wilson presented Change Order No. 2 for the D2 Excavating contract with the Park District of Ottawa County for the Islander Woods and Trailhead park development, to add additional boards to the boardwalk. The board agreed that the boardwalk is very narrow and needs additional boards, particularly to make it ADA acceptable, but even to be comfortable to walk on. The board expressed their displeasure with the design created by Environmental Design Group, stating that we expected a safe, quality design from EDG and the board does not believe that is what EDG created with the boardwalk design. The board requested that Jannah provide that feedback to EDG.

Jack Madison moved to approve Change Order No. 2 for the D2 Excavating contract with the Park District of Ottawa County for the Islander Woods and Trailhead park development, to increase the contract amount by \$5900.00 for installation of additional boards on the boardwalk, and to authorize Jannah Wilson, Executive Director, to execute all necessary documents.

Elizabeth Slotnick seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion passes.

Jack Madison reported that Mike Shadoan, Jannah Wilson and he walked the back area of Islander Woods and Trailhead with Quintin Smith to discuss future opportunities.

- d. **Portage River Water Trail – Meeting Minutes April 21, 2026 – No discussion.**
- e. **Marblehead Peninsula – Meeting Minutes April 21, 2026 –** Jannah Wilson reminded the board that the eastern portion of Ottawa County is now part of the Erie Regional Planning Commission and Metropolitan Planning Organization (ERPC MPO) and every 2 years the ERPC MPO awards grants to members with a total of ~\$3 million available. Jannah shared a large map which illustrates the results of the Marblehead Peninsula Trail Feasibility Study, reviewing with the board the prioritization of trail development as identified by the feasibility study and in support of the Park District of Ottawa County's strategic objective to connect Ottawa County's natural and recreational resources for the enjoyment and benefit of all. She noted that Phase 1A is not ready for development, but Phase 1B is, so she would like board approval to apply for funding through the ERPC MPO grant for Phase 1B. She noted that Phase 1B would run along Alexander Pike from Bayshore Rd. to the Lakeside Daisy Preserve area with several options for a trailhead. The development of Phase 1B could also be broken up into three sections, depending on fund availability. Jannah noted that the ERPC MPO grant requires a 20% cost share. Jannah reviewed the estimated cost of developing the three possible sections of the trail and the corresponding Park District's cost share. She noted that two sections of the trail require a shared on-road section to avoid the cost of constructing a retaining wall and bridge over established drainage routes. These could be constructed at a later time, if desired and funding was available. The board discussed and agreed that Jannah should apply for grant funding totaling \$1,550,480 and a Park District share of \$387,620 to construct the trail from East Bayshore Rd., north on Alexander Pike to the Lakeside Daisy area. Jannah noted the trail would not need to be completed until 2030.

Trish McCartney moved the board approve Resolution 2026-08 Application for ERPC MPO SFY 2026 Transportation Alternatives Grant Funding, giving Jannah Wilson, Executive Director, approval to apply for an Erie Regional Planning Commission and Metropolitan Planning Organization grant of \$1,550,480 with a Park District of Ottawa County cost share of \$387,620 for the planning and construction of Phase 1B portion of the Marblehead Peninsula Trail identified in the Marblehead Peninsular Trail Feasibility Study.

Elizabeth Slotnick seconded the motion.

A roll call vote was taken with the following results:

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

Resolution 2026-08 Application for ERPC MPO SFY 2026 Transportation Alternatives Grant Funding passes.

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

Jannah Wilson, Executive Director, also shared with the board a Letter of Intent she would like to send to Rob Hayes, Senior Land Manager for Amrize, the owner of the quarry in Marblehead, for his signature. The letter is unbinding but sets the general terms by which the Park District of Ottawa County proposes to acquire property owned by Amrize for Phase 1B of the Marblehead Peninsula Trail. Jannah would like to attach a copy of the LOI to the Park District's ERPC MPO grant application, indicating alignment with Amrize. The board asked Jannah what the width of the parcel is that we propose to purchase. Jannah indicated

the parcel was 2.25 acres but was unsure of the width. The board instructed Jannah to target a parcel width of 30 ft., with the acreage and cost adjusted accordingly.

Trish McCartney moved the board give Jannah Wilson approval to send the Letter of Intent to Rob Hayes, Senior Land Manager for Amrize, the owner of the quarry in Marblehead, for his signature, setting the general terms by which the Park District of Ottawa County proposes to acquire property owned by Amrize, targeting a parcel width of 30 ft. with the acreage and price adjusted accordingly.

Jack Madison seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion passes.

- f. **Oak Harbor Area – Meeting Minutes April 21, 2026** – No discussion.
 - g. **Port Clinton Area – Meeting Minutes April 21, 2026** – No discussion.
 - h. **Friends of Ottawa County Parks and Park District Volunteers – Meeting Minutes April 21, 2026** – The board suggested Jannah propose to the Friends of Ottawa County Parks that they conduct a campaign in Marblehead this coming holiday season. Jannah agreed with the idea but indicated she will ensure the Village of Marblehead leadership agrees beforehand.
8. **Executive Session (if needed) – Meeting Minutes April 21, 2026** – No Executive Session.
9. **Information Items and Additional Business – Meeting Minutes April 21, 2026** – No discussion.
10. **Adjournment**

Trish McCartney moved the meeting be adjourned at 7:53 PM.

Elizabeth Slotnick seconded the motion.

A voice vote was held with 4 in favor, 0 against and 1 absent.

The motion carries.

The next two meetings will be:

May 12, 2026 at 6:00 PM at Shores and Islands Welcome Center, 770 SE Catawba Rd., Port Clinton, OH 43452

AND

June 9, 2026 at 6:00 PM at the Carroll Twp. Service Center, 11080 West 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:

Judy A. Lindorf for Mike Shadoan May 12, 2026

Michael Shadoan, Board Chairperson

May 12, 2026

Judy Lindorf, Vice Chairperson

Jannah Wilson

Jannah Wilson, Executive Director-Secretary

5/12/2026

May 12, 2026