



Meeting Location

April 7, 2026

Shores and Islands Welcome Center
770 SE Catawba Rd.
Port Clinton, OH 43452

The meeting was called to order by Mike Shadoan at 6:03 PM.

1. Roll Call

Board Members:

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

Staff Members:

Chuck Mattimoe, Operations Assistant
Jannah Wilson, Executive Director

Guests/Public Attendees:

Melissa Vlasak, Ottawa County Resident and Volunteer

2. Minutes for Approval – Meeting Minutes for April 7, 2026 –

Elizabeth Slotnick moved to approve the minutes for the March 17, 2026 meeting with one revision made to insert a missing word in the archived March 3, 2026 meeting.

Jack Madison seconded the motion.

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

The motion carried.

Jack Madison moved to approve the minutes for the March 25, 2026 Emergency Meeting.

Elizabeth Slotnick seconded the motion.

Elizabeth also noted she would abstain from voting on the minutes approval since she was not in attendance at the Emergency Meeting. Mike Shadoan was also not in attendance at the Emergency Meeting so could not vote on minutes approval. The board then realized only two board members were present who could vote on the Emergency Meeting minutes approval.

Jack Madison moved to table the motion to approve the minutes for the March 25, 2026 Emergency Meeting until our April 21, 2026 meeting.

Elizabeth Slotnick seconded the motion.

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

The motion carried.

- ### 3. Financial Report – Meeting Minutes for April 7, 2026 –
- Jannah Wilson reviewed the March 2026 Fiscal Report at a high level. She noted that we paid three grant recipients during March, \$4350.75 to the Village of Elmore to support the development of their Park Plan, \$50,000 to the Village of Oak Harbor to support the creation of Friendship Park and \$32,800 to the Ottawa County Health Department for the West End Park Community Improvement Project. She also noted that we paid \$3,000 to The Robert Weiler Company for appraisal work they did in support of our purchase of the West Harbor Preserve addition. We will be reimbursed for this cost by Clean Ohio (Ohio Public Works Commission). Jannah also explained that there is a \$50 debit and then offsetting \$50 receipt

labelled as payment to John Rerucha. John Rerucha is our videographer. The debit and receipt entries were a clerical error and was corrected. Judy Indorf asked what the 1st Half RE payment and 1st Half Mfg Home Settlement payment were. Jannah explained the auditor's office expenses the Park District for property tax collection costs incurred by the auditor's office. Their fees for collection of property taxes are collected through these two line items. Jannah also noted that we received our first half payment of tax revenues. The first half payment is typically more than one half of the revenue we will receive, explaining that some people pay their full tax bill with their first bill of the year. She also reminded the board that our tax revenue stays fairly constant with what our tax revenue was when our levy was approved, that is, our tax revenue does not increase with an increase in property values. Jannah also pointed out that she did a line item transfer of \$30,000 from our Islander Woods and Trailhead line item where we had ample funds budgeted, to our Equipment line item to provide \$30,000 for the purchase of our Gator. The board asked if the Gator was considered an MTV. Jannah replied it is considered a UTV, or Utility Terrain Vehicle. The board suggested Jannah and Chuck confirm that we have the correct amount and type of insurance for the Gator. Jannah agreed to confirm this with our insurance provider.

Jack Madison moved the board approve the March 2026 Financial Report.

Elizabeth Slotnick seconded the motion.

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

The motion carried.

4. **Public Comments – Meeting Minutes for April 7, 2026** – Melissa Vlasak responded that she didn't have any comments, only to encourage the Park District to keep up the great work and that she meant that sincerely. The board thanked her for her support.
5. **Executive Director – Meeting Minutes for April 7, 2026** – Jannah Wilson reported that she has received a request by someone to donate a memorial bench. She would like to standardize our benches and has been researching options. She noted that she included examples of two benches in the board packet for the board to review. Mike Shadoan also provided Jannah with a pamphlet of the benches that the Oak Harbor Development Group purchases for her consideration. The board suggested she post a question on the OPRA Q&A blog to collect input on benches other Ohio parks have experience with. She also will discuss the opportunity to solicit bench memorials with the Friends of Ottawa County Parks. The board and Jannah noted that benches have a lifespan, so that expected lifespan should be considered when/if a bench memorial program is developed. Jannah and the board agreed that our benches should be installed with a concrete pad whenever possible.

Jannah reported that Chuck Mattimoe wrote the grant application for the ODOT/Ohio Chapter of the American Academy of Pediatrics Bike Helmet Program and we have been awarded 60 helmets. Jannah noted that Ethan Bomer, Intermittent Trail Technician, will go to Columbus to pick up helmets for the Park District, Erie Metro Parks and City of Sandusky, noting that she was very happy that we could provide support to Erie Metro Parks and the City, as they both have been so helpful to us. The board suggested that in the future, Jannah consider asking one of our volunteers to go to Columbus to pick up the helmets as this is a relatively simple task that likely many volunteers would be happy to undertake. The board asked Jannah about our Bike Safety Camps for the summer. Jannah reported that we will hold a Bike Safety Camp in Genoa in June and one at Hopfinger Zimmerman Memorial Park. The board asked if we should consider a Bike Safety Day in Elmore. Jannah will consider this for the future.

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 7, 2026 –

- a. Board Member Comments – Meeting Minutes for April 7, 2026 – No discussion.**

See Friends of Ottawa County Parks section for related discussion.

See Marblehead Peninsula section for related discussion.

7. Old Business

- a. North Coast Inland Trail Genoa/Elmore – Meeting Minutes April 7, 2026 – No discussion.**

- b. North Coast Inland Trail Genoa/Millbury – Meeting Minutes April 7, 2026 –** Jannah Wilson reported that one of the last requirements she needs to complete for our ODOT TAP grant for Phase 1 of the NCIT Genoa/Millbury extension is to enter into a Maintenance and Construction agreement with the Village of Genoa and Clay Township. The agreements are an ODOT requirement due to the easements the Park District will have with the two entities and potential construction entry through Village and Township property. Jannah noted that she included the two proposed Maintenance and Construction Agreements in the board packet for the board's review. Jannah reported that the Village of Genoa agreed to and signed the Maintenance and Construction agreement at their Village Council meeting last night and she sent Clay Twp.'s proposed agreement to them yesterday. She confirmed she will attend their Trustee meeting if necessary to discuss the agreement with them. The Village of Genoa also indicated they will include the property in their current maintenance agreement with the Park District for mowing. The Park District will be responsible for the upkeep of the surface. Jannah requested the board approve Resolution 2026-07 ODOT PID #122055 Maintenance and Construction Agreements Clay Township and Village of Genoa giving Janna Wilson approval to agree to and sign the Maintenance and Construction agreements with Clay Township and the Village of Genoa.

Jack Madison moved the board approve Resolution 2026-07 ODOT PID #122055 Maintenance and Construction Agreements with Clay Township and the Village of Genoa.

Elizabeth Slotnick seconded the motion.

A roll call vote was taken with the following results:

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

Resolution 2026-07 ODOT PID #122055 Maintenance and Construction Agreements Clay Township and Village of Genoa passes.

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

Jannah Wilson reported to the board that she met with the Elmore Police Chief following the comments we received at our last meeting to ask him about the frequency and seriousness of incidents they respond to on the North Coast Inland Trail. The police chief indicated the NCIT is heavily used and his impression is that the citizens of Elmore are very happy to have it in their community. Over the years there have been some incidents requiring law enforcement apprehension. For the most part, the incidents on the trail have been minor. The board and Jannah discussed suggesting that the Genoa Police Chief talk to the Elmore Police Chief regarding their experiences with the NCIT and expanding the bike patrol program. The Village of Elmore is also interested in working with the Park District to make

upgrades to the restroom in the Village park near the trail so it is available for use in the winter months.

The board asked Jannah if she knew whether Elmore had received the air boat the Park District funded. Jannah reported that they have, and she believes they used it for an ice rescue/incident this past winter. The board asked Jannah if we could possibly see the air boat when we have a meeting in the Elmore area. Jannah thought that would be a good idea and will look into it.

- c. **Catawba Island Twp. – Meeting Minutes April 7, 2026** – Jannah Wilson provided an update on the work being done at Islander Woods and Trailhead, informing the board that the boardwalk portions of the path around Bob's Pond have been installed and the contractor has ample boardwalk material left to add an additional board on both sides of the boardwalk, making it wider. The sandstone blocks are also placed at the fishing area and she expects the Nature Play equipment to be constructed soon. Portions of the stone path are completed, noting there is a small area that a small bridge needs to be placed over a small drainage path, noting the boardwalk material may be sufficient. The path needs to be connected to the parking lot area yet and she plans to upgrade the front entrance sign, using composite material. The contractor has also indicated to Jannah that since they will already be using concrete for a foundation for the trail kiosk and the Porta John, they plan to construct the parking lot out of concrete rather than chip and seal as it will be less expensive. Jannah indicated that we will need to work with Twin Oast to locate the possible connector to the trail Twin Oast plans to construct on their property. Park District rules and regulations signage will need to be posted in some way. The board suggested Jannah meet with Quinton Smith regarding a possible trail connection, its location and the rules and regulations we plan to put in place. Jannah will also need to confirm that the location is not part of the wetland's delineation. The board indicated that the small connection path could be constructed by volunteers and board members. The Wildlife Observation Deck will also be installed when received.

Jannah also informed the board that she will be walking the parking lot location at Davenport Memorial Woodlands with the engineer on Thursday. She also reported that we received approval from the Clean Ohio Greenspace Conservation Program to move the old shed located on the Davenport Memorial Woodlands property when we purchased it to a more desirable location on the property and maintain it for use as a Park storage and maintenance shed. D2 Excavating has agreed to construct the concrete pad while they are conducting their work at Islander Woods and Trailhead. She also has identified a person in the Ottawa County Skilled Trades Academy who is interested in rehabbing the shed this summer when he is not teaching. Jack Madison reminded Jannah that he has extra siding that Jannah can consider using for the shed rehab. Jannah also reported that invasive species work is underway by Anthony Tambini.

- d. **Portage River Water Trail – Meeting Minutes April 7, 2026** – No discussion.
- e. **Marblehead Peninsula – Meeting Minutes April 7, 2026** – Jack Madison reported that he attended the EPA community meeting regarding the quarry expansion in Marblehead and impact on wetlands.
- f. **Oak Harbor Area – Meeting Minutes April 7, 2026** – No discussion.
- g. **Port Clinton Area – Meeting Minutes April 7, 2026** – No discussion.
- h. **Friends of Ottawa County Parks and Park District Volunteers – Meeting Minutes April 7, 2026** – Jannah reported that the Friends of Ottawa County Parks will meet tomorrow night,

April 8, 2026. They met last month also, but Jannah did not attend the meeting because the Park District Volunteer night was at the same time. Melissa Vlasak reported that the Friends had a Working Session and discussed their budget and fundraising ideas. Corey Smith attended the meeting and participated in their discussion. The board asked about the status of their funds. Jannah noted they have a larger amount of funds than in the past, the result of donations they have received including a \$50,000 donation earmarked for the Nature Play equipment at Islander Woods and Trailhead. Jannah indicated that Charlie Rascoe is the treasurer and he has a background relevant to this role. He provides financial reports regularly.

8. Executive Session (if needed) – Meeting Minutes April 7, 2026 – No Executive Session.

9. Information Items and Additional Business – Meeting Minutes April 7, 2026 – No discussion.

10. Adjournment

Judy Indorf moved the meeting be adjourned at 7:28 PM.

Elizabeth Slotnick seconded the motion.

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

The motion carries.

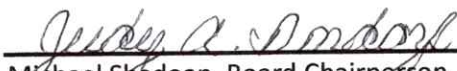
The next two meetings will be:

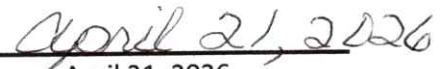
April 21, 2026 at 6:00 PM at the Oak Harbor Public Library, 147 W. Main St., Oak Harbor, OH 43449

AND

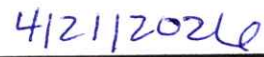
May 12, 2026 at 6:00 PM at Shores and Islands Welcome Center, 770 SE Catawba Rd., Port Clinton, OH 43452

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


Michael Shadoan, Board Chairperson


April 21, 2026


Jannah Wilson, Executive Director-Secretary


April 21, 2026