

Charlestown Township

Portage County, Ohio

7352 Newton Falls Road, Ravenna, Ohio 44266 Phone: (330) 607-7824

Susan M. Forgacs, Fiscal Officer

Township Board of Trustees Meeting Sign-In

Date: NW. 27, 2023

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	
Adam Eskridge	Trustee	
Susan Forgacs	Fiscal Officer	
Rick Grund	Road, Cemetery, Park, Zoning	
Randy Porter	Fire Chief	
Wayne Scott	Asst. Fire Chief	

Guests		
Name	Address	Signature

[illegible]

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order with the Pledge of Allegiance at 5:30 pm by Mr. Tim Patrick on Monday, November 27, 2023.

Trustees –Chair Tim Patrick, Vice-Chair Bruce Lange, Adam Eskridge - present; Fiscal Officer- Susan Forgacs present.

Mr. Patrick made a motion to approve the minutes from the November 13, 2023 Regular Business Meeting; it was seconded by Mr. Lange and passed.

REPORTS

Zoning

Mr. Grund received inquiry from owners of 5824 Newton Falls road regarding keeping chickens and cows on property; was informed this is allowed.

Junk cars at residence on Knapp road have not been cleaned up yet; information was sent to Mr. Brett Bencze, Portage County Prosecutor, but no action has been taken yet.

Roads

Mr. Tim Patrick evaluated the complaint received from resident at 6438 Knapp road concerned about hole along driveway and road that is possibly due to drainage; unsure why the issue occurred; possibly due to a catch basin installed without approval; appeared to be cleaned out and draining now.

Cemetery

No report.

Park

No report.

Fire Department

Fire Chief Randy Porter reports 246 Fire/EMS calls year-to-date; an increase of 21 calls compared to last year.

Will be presenting prices to purchase 2 iPads for department.

Reports there are several valves on the trucks that may need to be repaired or replaced.

Mr. Patrick made a motion to have all valves inspected and rebuilt as necessary; seconded by Mr. Lange and passed.

Still researching new / used fire trucks.

Fiscal Officer

Ms. Forgacs reports renewing the Par Mar account.

Received quote for new furnace at fire station.

Mr. Patrick made a motion to pay J&J Plumbing \$5325.00 for furnace; it was seconded by Mr. Bruce Lange and passed.

Presented correspondence from the county prosecutor with suggested language to use for cannabis resolutions.

#20

#17-23 Mr. Patrick made a motion to adopt a Resolution to Prohibit Adult Use Cannabis Operators and Medical Marijuana Cultivators, Processors, and Retail Dispensaries within the Unincorporated Area of Charlestown Township. Mr. Lange seconded the motion. Roll was called; all votes were yes; motion passed.

Ms. Forgacs recommended using ARPA funds for the fire department expenditures.

#18-23 Mr. Patrick made a motion to adopt an Emergency Resolution Authorizing Expenditures and Delineating Previous Expenditures from the American Rescue Plan Act (ARPA) Funds. Mr. Lange seconded the motion. Roll was called; all votes were yes; motion passed.

The Santa gift delivery is scheduled for 12/9/23; with gift drop-off starting tonight. The Christmas light judging is 12/17/23.

The Webb family has invited all township officials and employees to a Christmas party on December 7.

Reported the notice for the cancellation of the scheduled December 25 meeting and scheduling of the annual Reorganization meeting on January 8, 2024 has been submitted to the Record-Courier.

Trustees

Mr. Lange attended the County Township Association meeting. Reports planning for township display at the county fair has begun; push pin map for attendees to use was popular in the past; may have a raffle; Brimfield Township's IT person will create electronic billboard for each township to be displayed. Township Association is planning a \$500 annual scholarship for a township resident attending college or trade school.

Mr. Eskridge reminded Mr. Grund to schedule the PCSO road clean-up with the inmates. Asked if the recent interest in wind and solar farms will require zoning changes; Mr. Lange reports the County Commissioners are scheduling a meeting in January to offer guidance. Zoning regulations allow residences to use wind or solar power.

Mr. Patrick reports going to the county auditor's office to check the status of properties that have reverted back to R-1 based on our zoning regulations. Was told that our zoning regulations are absolute; the auditor's office just inspects property for tax evaluations. When a property sells, the records at auditor's office are updated.

Discussion held regarding the possible need for outside legal counsel due to some outstanding issues that have stalled; will discuss with other townships to see what they have done in the past. In regards to Ohio International Raceway, per Mr. Patrick's observations, practices were held on 9/3/23, 9/17/23, 10/1/23, and 11/19/23.

Mr. Patrick moved to pay bills. Mr. Lange seconded. All votes were yes, motion carried.

Mr. Patrick moved to adjourn. Mr. Lange seconded. All votes were yes, motion carried. The meeting adjourned at 5:52 pm.



CHAIRMAN



FISCAL OFFICER

BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution # 17-23

**A RESOLUTION TO PROHIBIT ADULT USE CANNABIS OPERATORS AND
MEDICAL MARIJUANA CULTIVATORS, PROCESSORS, AND RETAIL
DIPSENSARIES WITHIN THE UNINCORPORATED AREA OF CHARLESTOWN
TOWNSHIP**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a Regular meeting on November 27, 2023 at the Charlestown Town hall with the following Members present:

Mr. Tim Patrick, Chairman
Mr. Bruce Lange, Vice-Chair
Mr. Adam Eskridge, Trustee

Mr. Patrick moved for the adoption of the following Resolution:

WHEREAS, on November 7, 2023, voters in Ohio approved State Issue 2, which enacts new Chapter 3780 of the Ohio Revised Code, effective thirty days from the date of the election; and

WHEREAS, Chapter 3780 authorizes and regulates recreational adult use cannabis in the state of Ohio; and

WHERAS, R.C. 3780.25 authorizes townships to prohibit or limit the number of adult use cannabis operators (as defined in R.C. 3780.01) within the unincorporated area of the township; and

WHERAS, Medical marijuana is regulated in Ohio by Chapter 3796 of the Ohio Revised Code; and

WHERAS, R.C. 3796.29 similarly authorizes townships to prohibit or limit the number of marijuana cultivators, processors, or retail dispensaries licensed under Chapter 3796 within the unincorporated area of the township. And

WHERAS, the board of township trustees finds it to be in the best interest of the township to prohibit adult use cannabis operators licensed under Chapter 3780, as well as cultivators, processors, and retail dispensaries licensed under Chapter 3796, within the unincorporated area of the township;

NOW THEREFORE, it is hereby RESOLVED as follows:

- 1) All terms in this resolution shall be defined in the same manner as R.C. Chapter 3796, as it pertains to medical marijuana, and R.C. Chapter 3780, as it pertains to adult use cannabis. All terms used in this resolution but not defined in those chapters shall be construed, for purposes of this resolution, in a manner to be consistent with the use of such terms in both chapters.
- 2) Adult use cannabis operators, as well as cultivators, processors, and retails dispensaries of medical marijuana are hereby prohibited from operating within the unincorporated area of Charlestown township.

- 3) It is the intent of the Board of Township Trustees to prohibit the operations described in Section 2 above to the maximum extent permitted by R.C. 3780.25, R.C. 3796.29, and any other applicable provisions of state law. This resolution shall be construed in a manner that gives maximum effect to that intent.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

Mr. Lange seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Tim Patrick:	Yea
Bruce Lange:	Yea
Adam Eskridge:	Yea

Adopted: November 27, 2023

Attest: 
Township Fiscal Officer

BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution # 18-23

**EMERGENCY RESOLUTION AUTHORIZING EXPENDITURES AND
DELINEATING PREVIOUS EXPENDITURES FROM THE AMERICAN RESCUE
PLAN ACT (ARPA) FUNDS**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a Regular meeting on November 27, 2023 at the Charlestown Town hall with the following Members present:

Mr. Tim Patrick, Chairman
Mr. Bruce Lange, Vice-Chair
Mr. Adam Eskridge, Trustee

Mr. Patrick moved for the adoption of the following Resolution:

Be it resolved by the Township Trustees of Charlestown Township

WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

WHEREAS, Congress passed the Act effective March 11, 2021; and

WHEREAS, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19); and

WHEREAS, Section 603(c) generally provides that:

- (1) **USE OF FUNDS.** Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover the costs uncured by a metropolitan city, nonentitlement unit of local government, or county by December 31, 2024-
 - (A) to respond to the public health emergency with respect to the Coronavirus Disease (COVID-19) or its negative impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
 - (B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county

- performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- (C) for the provision of government services to the extent of the reduction of revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or
- (D) to make necessary investment in water, sewer, or broadband infrastructure.

WHEREAS, the Charlestown Township Board of Trustees passed Resolution No. 11-21 stating that all funds received from the American Rescue Plan Act shall be expended only to cover the costs of the township consistent with the requirements of the American Rescue Plan Act, and any applicable regulations and guidance as well as the Program guidelines.

WHEREAS, the Charlestown Township Board of Trustees passed Resolution No. 8-22 adopting the standard allowance for revenue loss during the public health emergency in order to use Coronavirus State and Local Fiscal Recovery Fund (SLFRF) to provide government services; and

WHEREAS, some common examples of “government services” expressly recognized by the Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including software, and protection of critical infrastructure

NOW THEREFORE, it is hereby RESOLVED by the Board the Township to document the following expenditures that were approved during normal business meetings by motions:

- To spend up to \$1500 to repair fire engine
- To spend \$600 for fire department uniforms

NOW THEREFORE, it is hereby RESOLVED by the Board the Township to appropriate the following use of the Funds:

- Up to \$5500 for new furnace at the fire station
- Up to \$1600 for two iPads for the fire department

Mr. Lange seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Tim Patrick:	Yea
Bruce Lange:	Yea
Adam Eskridge:	Yea

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees that resulted in such formal action were in a meeting open to the public, in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.

Adopted: November 27, 2023

Attest: 
Township Fiscal Officer

