The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:50 pm by Mr. Bruce Lange on Monday, January 11, 2021 following the Reorganizational Meeting.

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

Mr. Lange moved to approve the minutes from the regular meeting on December 28, 2020. Mr. Patrick seconded the motion. All votes were yes, motion carried.

Mr. Lange moved to approve the financials; it was seconded by Mr. Eskridge. All votes were yes; motion carried.

**REPORTS**

Zoning

Mr. Richard Grund (Zoning Inspector) reported that Mr. and Mrs. Burton Jones applied for permit for building for workshops and meetings. State they will be getting rid of junk yard business by 2022 and want to expand the mystical business. Will contact Mr. Brett Bencze, legal counsel, for opinion.

Roads

No report.

Cemetery

No report.

Park

No report.

Fire Department

Assistant Chief Don Hanna reported the Fire Department is at 8 calls, down 1 from last year.

Trustees

Trustee Patrick will build the snow deflector for the new truck at no charge. Spoke with Valley Ford about shoes for plow; they will cover the cost of and installation of shoes and to fix the leak with the quick disconnect.

Mr. Patrick moved to purchase an extra set of shoes from Coia’s or Cenweld, whoever has the best price. Mr. Lange seconded; all votes were yes; motion carried. Instructed Mr. Grund to get quotes.

Trustee Eskridge received phone call from neighbor of Crest Rubber regarding vandalism. Several windows broken; back garage door open slightly. Checked with Frank from EPA about boarding up the windows; he said that was alright. Looked into the property history - $25,000 owed in back taxes. Instructed to keep all receipts; we could file a lien with Huntington bank who owns the property now. Reached out to Ravenna City and asked about their demolition project of Oak Rubber; the same company had said they would demolish Crest Rubber for free based on keeping the building contents. Trustees to meet with Ravenna representatives and EPA to try to coordinate the projects.

Trustee Lange reported the Heckert property demolition is complete; property graded and seeded.

Contacted Amber Howe about scheduling to annual Zoning Reorganizational meeting for January 31, 2021.

Fiscal Officer

Asked how often the recycling is picked up. Mr. Grund stated it is supposed to be every Tuesday and Friday but there have been many delays lately.

Reported receiving many invoices late and payments are being received late due to mail delays. Have been arguing late fees with many places.

#1-21 Mr. Patrick moved to accept the resolution to allow the fiscal officer to make electronic payments whenever possible. Mr. Lange seconded the motion. All votes were yes; motion carried.

Ms. Forgacs asked about the title for the new truck in regards to getting plates. No one was sure how the process worked now. Ms. Forgacs will contact title bureau and license bureau for guidance.

Reported receiving $500 for 2020 NOPEC Community grant to be used for the festival.

Received email from NOPEC for NEC grant; the township would be eligible to receive up to $1944. Trustees want to use to pay new insulated garage door; installation was just completed this week.

CARES Ohio Business Management (OBM) report completed for funds spent by December 31, 2020.

Completed report for Ohio Taxes stating there are no hotels in the township and we receive no hotel tax.

Volunteer Fire Dependents Fund Board Members need to select fifth member and to elect chairperson and secretary by January 31. Adam Eskridge and Megan Nelson are the members chosen by the trustees; Don Hanna and Paul Jalbert elected by fire department. Three of the board members present; elected Tim Patrick to be the fifth member; appointed Megan Nelson as secretary and Adam Eskridge as chairperson.

The Annual Ohio Township Association Conference is the first week of February and will be virtual. The cost is $65; the number of scheduled courses is much decreased from previous years. Ms. Forgacs did register to take the mandatory fiscal officer training at the conference.

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

Mr. Lange moved to adjourn. Mr. Patrick seconded. All votes were yes, motion carried. The meeting adjourned at 6:20 pm.

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CHAIRMAN FISCAL OFFICER