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 25, 2021 with the Pledge of Allegiance.

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 Reorganizational meeting and the regular meeting on January 11, 2021. Mr. Patrick seconded the motion. All votes were yes, motion carried.

**REPORTS**

Zoning

Mr. Rick Grund (Zoning Inspector) spoke with Prosecutor, Brett Bensze regarding the junk yard on Newton Falls Road wanting to construct a building to be used for meetings/trainings. He stated they would need to follow the county specs. Mr. Grund informed the property owners.

Roads

Mr. Rick Grund (Road Supervisor) stated a set of shoes for the new snow plow cost $95 at Coia’s.

Cemetery

Mr. Rick Grund (Cemetery Sexton) reports the trustees will need look at creating new sections at the cemetery.

Park

Mr. Rick Grund (Park Supervisor) reports the Portage County Deputy who is responsible for nuisance complaints and works with county recycling is on furlough.

Discussion held in regards to people disposing of garbage in the township dumpster. Mr. Lange to check with Brett Bensze regarding ability to pass and enforce a township ordinance for dumping trash.

Fire Department

Chief Randy Porter reports 18 Fire/EMS calls for the year; equal to call volume last year.

Submitted township inventory to Fiscal Officer.

Distributed report of 2020 fire department activities.

Thanked the trustees for their support throughout the year.

Trustees

Mr. Patrick called Coia’s in regards to the tractor that has been at their shop for months. Was told it will be done by end of February. Will need to review original quote and bill with added expenses.

Still working with Valley Ford and Simweld regarding plow truck.

Asked Mr. Grund about having annual service on the zero-turn mower at Coia’s. Will need to get estimate and make arrangements on delivery mower. Want absolute dates for dropping off mower and when it will be done.

Mr. Adam Eskridge obtained quotes for home heating oil: Ullman Oil is $2.19/gallon; was unable to speak with anyone, only recordings. Newton Falls Home Heating Oil $2.09/gallon; would start with 150 gallons initially and would top off tanks monthly with no minimum purchase or delivery charge.

Received phone call from Indian Trail resident complaining about neighbor’s septic system. This has been discussed previously; new septic scheduled to be installed in July.

Mr. Lange will meet with Brett Bensze and Judge Doherty at 9:00 am Friday to obtain search warrant to enter Crest Rubber building. Notified demolition company they will need to wait a couple months.

Steps required for demolition:

1. Get search warrant
2. Portage County Health Department, Portage County Building Department, Charlestown Fire department need to work with trustees to condemn building.
3. Title search to find lien holders / interested parties. Mr. Bensze will notify these people by mail; must wait 30 days for response.
4. Trustees need to pass resolution to demolish that will take effect 30 days later.
5. Start demolition.

Mr. Bruce Lange received quote from Ferrell Gas for propane for $1.7999/gallon (paying Amerigas $4.019/gallon now). Met with account manager to plan tank plumbing / installation. Will place small tank by town hall generator for now until the propane in larger tank in the back has been used up or purchased back by Amerigas. Reports numerous issues with contacting Amerigas. Tank volume monitored 24/7; have emergency phone number to contact, which is not available for Amerigas. Mr. Patrick will try to contact Amerigas.

Mr. Lange made a motion to sign contract with Ferrell Gas; seconded by Mr. Patrick. All votes were yes, motion carried.

Furnace in fire department truck bay not working right; needed to order a valve.

Zoning Reorganizational Meeting is Saturday, January 30 at 9:00 am; will meet in fire station.

Mr. Lange made a motion to sign contract with Ferrell Gas; seconded by Mr. Patrick. All votes were yes, motion carried.

Fiscal Officer

Ms. Susan Forgacs reported having the state annual financial report almost complete; will not need to hire the audit company to complete like we did last year. Should be able to complete the Hinkle report based on the state report.

W2s complete and distributed.

Love Insurance policy received for the fire department; confirmed with Chief Porter that none of the members were being paid more than 28 hours/week (limit threshold for volunteer criteria). Document included with policy recommending the fire members make nominal donation towards policy payment to avoid issues with BWC. Mr. Patrick will call insurance company representative to ask about this.

NOPEC has offered another grant with application deadline of June; will need resolution.

Ohio State Income tax – still trying to fix issues with 2019 report before being able to file 2020 taxes. Hoping to be able to submit payment electronically.

Distributed copies of the Estimated Resources received from county auditor.

Thanked Rick, Randy and Linda for completing their inventories.

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 6:10 pm.

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CHAIRMAN FISCAL OFFICER