

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. Adam Eskridge on Monday, May 12, 2025.

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

REPORTS

Zoning

Mr. Jalbert reports issuing zoning permit for Dollar General

Roads

No report.

Cemetery

Ms. Fotheringham and Ms. Forgacs will meet at the cemetery this Wednesday to place veteran flag poles on the graves.

Park

Fire Department

Fire Chief Randy Porter reports 69 Fire/EMS calls year-to-date; down 20 calls compared to last year. Five members attending fire school at Howland Fire will be complete on Wednesday. Members will be placing flags on poles tonight.

Fiscal Officer

Ms. Forgacs reports receiving the septic permits for townhall and fire station from Portage County Health Department.

Starting to work on 2026 budget; will need to schedule budget meeting.

Making letterhead for the zoning office.

Trustees

Mr. Lange reports the Portage County Prosecutor office is offering a township official seminar on June 14 at NEOMED.

Was informed that the township should receive a credit for the dumpsters used for the township clean-up day; we paid for 40-yard dumpsters but were sent 30-yard instead. The fiscal officer states has not received refund yet.

Asking Great Lakes Fence for estimate to replace fence around the recycling containers.

Reports patching and crack sealing of township roads completed by Tallmadge Asphalt.

#5-2025 Mr. Lange made a motion to accept Emergency Resolution for the 2025 McCormick Road Project, approving the cost of \$118,677; having Portage County Engineer's Office prepare the bid book; advertise the bid on June 6 and June 13; opening sealed bids at the start of the regular board meeting on June 23; authorize the fiscal officer to move money from Road and Bridge fund and the Gasoline Tax fund to the Ohio Public Work Fund to make the balance \$59,338.50. The motion was seconded by Mr. Eskridge roll was called; all votes yes; motion passed.

#6-2025 Mr. Lange made a motion to accept a Resolution supporting the submission of an Ohio Public Works Commission Funding Application for Esworthy Road Paving Project; authorizes Mr. Patrick to submit application and to enter into any necessary agreements; authorizes the fiscal officer to move money from Road and Bridge fund and Gasoline Tax fund to Ohio Public Works Fund to make the balance of \$111,073.90 if and when the OPWC funding is granted. The motion was seconded by Mr. Eskridge; roll was called; all votes yes; motion passed.

Mr. Eskridge reports dirt delivered for the ball field.

One of the street lights not working; Mr. Lange to report to Ohio Edison.

Asked about veteran list of names for Memorial Day ceremony; Ms. Forgacs to update.

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

Mr. Eskridge moved to adjourn. Mr. Lange seconded. All votes were yes, motion carried. The meeting adjourned at 5:55 pm.



CHAIRMAN



FISCAL OFFICER

**BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO**

Resolution #5-2025

**AN EMERGENCY RESOLUTION FOR THE 2025 McCORMICK ROAD PAVING
PROJECT**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on May 12, 2025 at the Charlestown Town hall with the following Members present:

Mr. Adam Eskridge, Chairman
Mr. Bruce Lange, Trustee

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

WHEREAS, the Township of Charlestown, Portage County Ohio has observed deterioration of the roadway surface on McCormick Road from Beery to Garrett Road and recognizes that the roadway resurfacing improvements are needed to maintain safe travel conditions for its residents and the traveling public; and

WHEREAS, The State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements related to public infrastructure via the Ohio Public Works Commission (OPWC) State Issue One public infrastructure funding program; and

WHEREAS, The Charlestown Township Board of Trustees in Resolution #6-2024 approved an application to the State Capital Improvement Program and the Local Transportation Improvement Program via the Ohio Public Works Commission (OPWC) State Issue One public infrastructure funding program;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Charlestown Township, Portage County, Ohio, that following sections be enacted:

SECTION 1 - Approve the 2025 McCormick Road Resurfacing Project at a cost of \$118,677.00

SECTION 2 – Approve the Portage County Engineers Office to prepare a bid book for the 2025 McCormick Road Resurfacing Project

SECTION 3 – Will advertise the 2025 McCormick Road Resurfacing Project in the Record Courier on June 6, 2025 and June 13, 2025 with a sealed bid opening at the start of the regular board meeting on June 23, 2025 at 5:30 pm at the Charlestown Township Townhall

SECTION 4 - The Fiscal Officer is authorized to move money from the Road and Bridge Fund and the Gasoline Tax Fund to the Ohio Public Works Fund to make the balance \$59,338.50

SECTION 5 - The Board of Trustees of Charlestown Township finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in open meetings of this Board and any

deliberations of this Board that resulted in this formal action were in meetings open to the public, in compliance with all legal requirements.


SECTION 6 - This Resolution is hereby declared to be an emergency measure necessary so the Board may immediately commence their duties without otherwise harmful delay and shall take effect and be in force upon its passage by the Board of Trustees.

Mr. Eskridge seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Lange: yea

Mr. Eskridge: yea

Adopted the May 12, 2025

A handwritten signature in blue ink, appearing to read "Lange", is written over a horizontal line.

Clerk of the Board of Township Trustees

Charlestown Township

Portage County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, Portage County.

I, Susan M. Forgacs, Clerk of the Board of Township Trustees of Charlestown Township, in said County, and in whose custody the Files and Records of said Board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original meeting minutes, Emergency Resolution #5-2025 now on file with said -Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 12th day of May, 2025



Clerk of the Board of Township Trustees

Charlestown Township

Portage County, Ohio

BOARD OF TRUSTEES
CHARLESTOWN TOWNSHIP, PORTAGE COUNTY, OHIO

Resolution #6-2025

**AN EMERGENCY RESOLUTION SUPPORTING THE SUBMISSION OF AN OHIO
PUBLIC WORKS COMMISSION FUNDING APPLICATION FOR ESWORTHY ROAD
PAVING PROJECT**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on May 12, 2025 at the Charlestown Town hall with the following Members present:

Adam Eskridge, Chairman
Bruce Lange, Trustee

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

WHEREAS, The State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements related to public infrastructure via the Ohio Public Works Commission (OPWC) State Issue One public infrastructure funding program; and

WHEREAS, the Township of Charlestown, Portage County Ohio has observed deterioration of the roadway surface on Esworthy road from Newton Falls to State Route 5 and recognizes that the roadway resurfacing improvements are needed to maintain safe travel conditions for its residents and the traveling public; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Charlestown Township, Portage County, Ohio, that

SECTION 1 Mr. Tim Patrick, Board Vice-Chair, is hereby authorized to apply to OPWC for funds as described above and on behalf of the township.

SECTION 2 Mr. Tim Patrick is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3 The Fiscal Officer is authorized to move money from the Road and Bridge Fund and the Gasoline Tax Fund to the Ohio Public Works Fund to make the balance \$111,073.90 if and when the OPWC funding is granted.

SECTION 4 The Board of Trustees of Charlestown Township finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in open meetings of this Board and any deliberations of this Board that resulted in this formal action were in meetings open to the public, in compliance with all legal requirements.

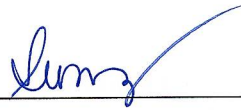
SECTION 5 This Resolution is hereby declared to be an emergency measure necessary so the Board may immediately commence their duties without otherwise harmful delay and shall take effect and be in force upon its passage by the Board of Trustees.

Mr. Adam Eskridge seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Lange: yea

Mr. Eskridge: yea

Adopted the 12th day of May, 2025



Clerk of the Board of Township Trustees

Charlestown Township
Portage County, Ohio

CERTIFICATE OF COPY
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The State of Ohio, Portage County.

I, Susan M. Forgacs, Clerk of the Board of Township Trustees of Charlestown Township, in said County, and in whose custody the Files and Records of said Board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original meeting minutes, Emergency Resolution #6-2025 now on file with said Board, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 12th day of May, 2025



Clerk of the Board of Township Trustees
Charlestown Township
Portage County, Ohio

