

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: 10/13/25

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	BL
Adam Eskridge	Trustee	Adam Eskridge
Susan Forgacs	Fiscal Officer	
Randy Porter	Fire Chief	Randy Porter
Paul Jalbert	Asst. Fire Chief, Zoning	Paul Jalbert
Guests		
Name	Address	Signature

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, October 13, 2025.

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

Mr. Eskridge made a motion to approve the minutes from September 22, 2025

REPORTS

Zoning

Mr. Jalbert issued a building permit for a garage at 7066 Newton Falls road. He answered 2 calls regarding farm animals.

Zoning book is on the township website.

Mr. Eskridge to get a zoning map on the website.

Roads

Mr. Lange reports the striping on Hanna Road is complete.

Cemetery

Ms. Forgacs reports one funeral and one grave purchased last week. She and Ms Fotheringham continue working on cemetery records,

Park

No report.

Fire Department

Fire Chief Randy Porter reports 198 Fire/EMS calls year-to-date; down 10 calls compared to last year. Reports attending West Branch Trick or Treating the past 2 weekends. Prepared to attend the township Trunk or Treat on October 27.

Tanker will be out of service for 2 days, starting tomorrow, for repair to the door.

Adapter ordered for the shore line for \$380.

Working on uniform order.

Fiscal Officer

Ms. Forgacs reports receiving proof of insurance from the Northeast Ohio Girl Scouts, Receive public records request for any documents of animal abuse, animal cruelty. No records exist. Received notice of Dollar General applying for liquor license; Mr. Lange to check on; answer requested in next 10 days.

Fire levy set for November.

Mr. Lange made a motion to change township insurance provider to the Ohio Plan; it was seconded by Mr. Eskridge and passed. The annual premium for OTARMA has been sent to avoid any lapse in coverage. Ms. Forgacs to send cancellation notice with request for premium refund.

Trustees

Mr. Lange and Mr. Jalbert met with the County Prosecutor, Mike Tinlin and Matt Kelley regarding Crest Rubber property.

#12-2025 Mr. Lange made a motion to Authorize the Zoning Inspector to seek a search warrant for inspection of property located at 5975 Knapp Road; the motion was seconded by Mr. Eskridge.

Roll was called: Mr. Lange – yea Mr. Eskridge - yea

#13-2025 Mr. Lange made a motion to Authorizing the County Auditor to file a lien against the property located at 6408 Newton Falls road to recover costs incurred by the township - \$40,279.47; the motion was seconded by Mr. Eskridge.

Roll was called: Mr. Lange – yea Mr. Eskridge - yea

Mr. Lange made a motion to accept the quote of \$2250 from Talley Painting for the storage; it was seconded by Mr. Eskridge and passed.

Received copies of 5 foreclosure notices in Ranch Club estates for delinquent taxes.

Wesley Electric to work on the storage garage.


Received OTA Legislative alerts regarding timing of zoning hearings.

Ms. Forgacs to order flags.

Mr. Eskridge reports working with Buckeye Energy Brokers for street lights and possible joining in Ravenna City's aggregate pricing. Will research more specifics.

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 6:04 pm.



CHAIRMAN



FISCAL OFFICER

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

Resolution #12-2025

**AN EMERGENCY RESOLUTION AUTHORIZING THE TOWNSHIP ZONING
INSPECTOR TO SEEK A SEARCH WARRANT FOR INSPECTION OF PROPERTY
LOCATED AT 5975 KNAPP ROAD FOR PURPOSES OF DETERMINING NUISANCE
CONDITIONS**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on October 13, 2025 at the Charlestown Townhall with the following Members present:

Adam Eskridge, Board Chairman
Bruce Lange, Trustee

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

WHEREAS, pursuant to R.C. § 505.86, the Township Board of Trustees has authority to investigate, abate, and remove buildings or structures that are insecure, unsafe, or constitute a public nuisance; and

WHEREAS, the Township Zoning Inspector has received complaints and/or made observations regarding the condition of the premises located at 5975 Knapp Road, Charlestown Township, Parcel Number 05-020-00-00-010-001, which appears to be abandoned, unsecured, and potentially hazardous to the health, safety, and welfare of the community; and

WHEREAS, attempts to contact the titled owner of record, Takron Holdings, LLC, have been unsuccessful, with mailed notices returned undeliverable and no response to personal contact or postings on the property; and

WHEREAS, the Township Zoning Inspector requires lawful entry into the structure in order to conduct a thorough inspection to determine the existence and extent of unsafe or nuisance conditions; and

WHEREAS, under the Fourth Amendment to the U.S. Constitution and applicable Ohio law, the Zoning Inspector may not enter the property without consent of the owner or a warrant issued by a court of competent jurisdiction;

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

1. The Township Zoning Inspector is hereby authorized and directed to apply to the appropriate court for an administrative search warrant to enter and inspect the premises at 5975 Knapp Road.
2. The purpose of said warrant and inspection shall be limited to assessing the structural condition of the property, identifying potential health or safety hazards, and determining whether the property constitutes a public nuisance under state law and township resolutions.
3. Upon completion of the inspection, the Zoning Inspector shall report the findings to the Board of Trustees with recommendations for abatement, repair, demolition, or other action as authorized by law.

#12-2025

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

The vote was as follows:

Adam Eskridge:	Yea
Bruce Lange:	Yea

Adopted the 13th day of October, 2025



Clerk of the Board of Township Trustees

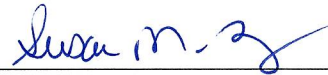
Charlestown Township
Portage County, Ohio

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 #12-2025 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 13th day of October, 2025



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

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

Resolution #12-2025

**AN EMERGENCY RESOLUTION AUTHORIZING THE TOWNSHIP ZONING
INSPECTOR TO SEEK A SEARCH WARRANT FOR INSPECTION OF PROPERTY
LOCATED AT 5975 KNAPP ROAD FOR PURPOSES OF DETERMINING NUISANCE
CONDITIONS**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on October 13, 2025 at the Charlestown Townhall with the following Members present:

Adam Eskridge, Board Chairman
Bruce Lange, Trustee

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

WHEREAS, pursuant to R.C. § 505.86, the Township Board of Trustees has authority to investigate, abate, and remove buildings or structures that are insecure, unsafe, or constitute a public nuisance; and

WHEREAS, the Township Zoning Inspector has received complaints and/or made observations regarding the condition of the premises located at 5975 Knapp Road, Charlestown Township, Parcel Number 05-020-00-00-010-001, which appears to be abandoned, unsecured, and potentially hazardous to the health, safety, and welfare of the community; and

WHEREAS, attempts to contact the titled owner of record, Takron Holdings, LLC, have been unsuccessful, with mailed notices returned undeliverable and no response to personal contact or postings on the property; and

WHEREAS, the Township Zoning Inspector requires lawful entry into the structure in order to conduct a thorough inspection to determine the existence and extent of unsafe or nuisance conditions; and

WHEREAS, under the Fourth Amendment to the U.S. Constitution and applicable Ohio law, the Zoning Inspector may not enter the property without consent of the owner or a warrant issued by a court of competent jurisdiction;

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

1. The Township Zoning Inspector is hereby authorized and directed to apply to the appropriate court for an administrative search warrant to enter and inspect the premises at 5975 Knapp Road.
2. The purpose of said warrant and inspection shall be limited to assessing the structural condition of the property, identifying potential health or safety hazards, and determining whether the property constitutes a public nuisance under state law and township resolutions.
3. Upon completion of the inspection, the Zoning Inspector shall report the findings to the Board of Trustees with recommendations for abatement, repair, demolition, or other action as authorized by law.

#12-2025

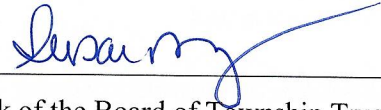
4. The Board of Trustees of Charlestown Township finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in open meetings of this Board and any deliberations of this Board that resulted in this formal action were in meetings open to the public, in compliance with all legal requirements.
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. Eskridge seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows:

Adam Eskridge:	Yea
Bruce Lange:	Yea

Adopted the 13th day of October, 2025



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 #12-2025 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 13th day of October, 2025



Clerk of the Board of Township Trustees

Charlestown Township

Portage County, Ohio

