The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Bruce Lange on Monday, February 22, 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 regular meeting on February 8, 2021. Mr. Eskridge seconded the motion. All votes were yes, motion carried.

Mr. Lange moved to approve the financial report. Mr. Eskridge seconded the motion. All votes were yes, motion carried.

**REPORTS**

Zoning

Mr. Rick Grund (Zoning Inspector) reported reviewing contractor plans for new septic system on North Knapp.

Brave Chief resident called to complain about junk cars at neighbor’s residence; cars are under tarps in woods; will follow-up with Mr. Lange.

PCSO is no longer involved with Portage County Recycling; will be removing cameras at park.

Warren Fire to inspect township fire extinguishers.

Roads

No report.

Cemetery

Mr. Rick Grund (cemetery sexton) reported the June Leiendecker burial was today.

Fiscal officer to mail deeds to a family per their request.

Park

No report.

Fire Department

Chief Randy Porter reports 32 Fire/EMS calls for the year; up 5 calls from last year.

Reported Howland Fire Department is not able to get grant for fire training; township will have to pay initial cost and apply for reimbursement from state fire marshal at end of the year.

Asked to add prospective member, Joh Bisson, to department. Does not have any fire/EMS certifications; has been attending training for last month.

Mr. Lange moved to add John Bisson to the fire roster; Mr. Patrick seconded the motion; all votes were yes; motion carried.

Chief Porter waiting on quote to purchase Class A uniforms for those members who qualify based on years of service.

Will be getting quote for air pack testing; should be done every 3 years; air bottles have life span of 15 years; will need new bottles in about 3 years.

Will be getting quote for preventative maintenance on all fire vehicles.

Trustees

Mr. Patrick reviewed the Coia invoice for the tractor; Coia’s is only charging for parts due to length of time to complete project.

Heard that Portage County Recycling may be stopping all commercial recycling; will confirm with Bill Steiner.

Mr. Eskridge reported switch to Falls Home Oil complete; Ullman Oil account still open if needed.

Attended the Portage County Township Association meeting virtually. Larry Jenkins announced as Deputy Chief Engineer for Portage County.

Received email from Matt at EPA regarding monitoring well at Crest Rubber; must be maintained for at least 6 years. The demolition contractor will pay the $3500 EPA abatement fee; permits have been applied for. Working on contract; will have Brett Bencze to review

Mr. Lange received Building Department report condemning Crest Rubber.

#2-2021 Mr. Lange moved to approve a Resolution to move forward with the demolition of Crest Rubber property at 6408 Newton Falls Road. It was seconded by Mr. Eskridge Roll call vote: Mr. Lange – Yea, Mr. Eskridge – Yea, Mr. Patrick – Yea.

Need to place ad in paper and send letters to family. Fiscal officer to handle but asked for sample language; Mr. Lange will get from Brett Bencze. Mr. Eskridge to get addresses from Ravenna City.

Wendy, Record-Courier reporter, will be posting township news/events on-line. We can notices to her.

Will asked Brett Bencze about township’s ability to post no dumping signs and to fine offenders; he was researching and will get back to Mr. Lange.

Fiscal Officer

Ms. Forgacs reported receiving Letter of Abatement for 6745 Berry Road property from the Portage County Health Department.

Received notice from Portage County Building Department to condemn Crest Rubber property. Boundary and Annex Survey from Census Bureau; Mr. Lange to review.

Received resolution from county commissioners to reduce load limits on all county and township roads 35%, effective January 31 to May 1, 2021.

KeyBank account changed to basic account which will decrease account fees.

State of Ohio tax issues from 2019 have been closed with $500 fee.

OTARMA representative assessed township IT and security last Friday; made several recommendations; packets of information distribute to trustees. Must respond within 60 days on the status of the following: developing and implementing a disaster recovery plan; acceptable use plan; telework policy; record retention policy

#3-2021 Mr. Lange moved to pass a Resolution to accept NOPEC grants. It was seconded by Mr. Eskridge; Roll call vote: Mr. Lange – Yea, Mr. Eskridge – Yea, Mr. Patrick – Yea.

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

Mr. Lange moved to adjourn. Mr. Eskridge seconded. All votes were yes, motion carried. The meeting adjourned at 6:10 pm.

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CHAIRMAN FISCAL OFFICER