

# Charlestown Township


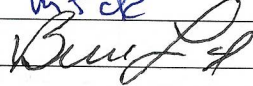
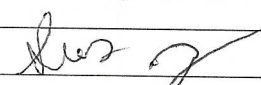
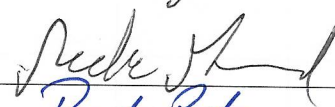
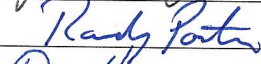
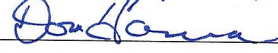
## Portage County, Ohio

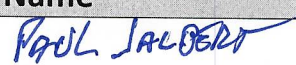




7352 Newton Falls Road, Ravenna, Ohio 44266 Phone: (330) 607-7824

Susan M. Forgacs, Fiscal Officer

### Township Board of Trustees Meeting Sign-In

Date: 3/14/2022

Township Employees		
Name	Role/Department	Signature
Tim Patrick	Trustee	
Bruce Lange	Trustee	
Adam Eskridge	Trustee	
Susan Forgacs	Fiscal Officer	
Rick Grund	Road, Cemetery, Park, Zoning	
Randy Porter	Fire Chief	
Don Hanna	Asst. Fire Chief	

Guests		
Name	Address	Signature
		
Ruth Ann Bartholomew	6468 Garrett	
Joe Tenney	6465 Newton Falls	

Guests		
Name	Address	Signature
Janet Webb	5941 Newton Falls Rd.	Janet Webb
Janet Burt	5615 Knapp Rd Ravenna OH	Janet Burt
Richard Burt	5615 Knapp Rd Ravenna OH	Richard I Burt

The regular meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Tim Patrick on Monday, March 14, 2022 with the Pledge of Allegiance.

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

Mr. Patrick moved to approve the minutes from the regular meeting on February 28, 2022. Mr. Lange seconded the motion. All votes were yes, motion carried.

## **GUESTS**

Members of the Charlestown Activity Committee were asked to attend to discuss the Memorial Day Parade. Mr. Patrick had requested a fly-over that was provisionally approved based on manpower availability but would not be done on a Sunday. Discussion was held regarding changing the parade to Monday. Decision made to keep parade on Sunday. Working on speaker; Major Robinson from Camp Ravenna has been deployed. Mr. Patrick will request the Honor Guard through the Vienna Air Force Base.

## **REPORTS**

### Zoning

No report.

### Roads

Mr. Grund receiving numerous calls for pot-holes. Will wait until the weather warms up to repair. Instructed to fix pot holes on the edge of the roads with grindings donated by Mr. Patrick. Rich Hose is confirmed to work this summer.

### Cemetery

Mrs. Lauren Lehman states her husband's grave is not in correct space; Mr. Grund to meet with her to discuss.

### Park

Mr. Grund reported the recycling dumpsters have been replaced. Fence installation has been scheduled.

### Fire Department

Fire Chief Randy Porter reported the Fire Department has received 56 Fire/EMS calls, up 17 from last year.

One member is starting the 40 hour fire class; he is paying for this himself.

Still working on ordering the computers; Dell representative had the wrong account information.

Using Chief Porter's older personal computer at this time.

Will be helping the Activity Committee with the Easter Egg Hunt.

### Fiscal Officer

Received the \$5800 check from the State Fire Marshall to reimburse for some of last year's training.



Received an email stating the \$50,000 MARCS radio grant funds have been issued; nothing has been received yet. Chief Porter to look into.

The Ohio Bureau of Worker's Compensation has adjusted our monthly premiums so the end of year true-up payment will be less.

Ohio Auditor of State issued a memo regarding the OneOhio Opioid Settlement. 30% of the funds will go to local governments. Recommended to pass a resolution to accept the funds and to use for approved purchases.

Received email from Lisa Reeves, Portage County Regional Planning Commission, with information for application for Community Development Allocation Grant. Deadline to apply is April 7.

American Rescue Plan funds have been reallocated; Charlestown to receive an additional \$382.64.

Will forward the Zoning Resolution to Ms. Amber Howe to file.

Asked about getting the lights at the townhall entrance on a timer so they would be on at night.

#4-22 Mr. Bruce Lange made a motion to accept the Emergency Resolution Authorizing the Fiscal Officer to Establish the Permanent Appropriations for 2022 as follows:

GENERAL FUND

- Personal Services \$92,100
- All other expenditures \$95,450

MOTOR VEHICLE TAX FUND \$25,000

GASOLINE TAX FUND

- Personal Services \$48,000
- All other expenditures \$376,000

ROAD & BRIDGE FUND \$388.14

CEMETERY FUND

- Personal Services \$8,800
- All other expenditures \$12,000

FIRE FUND

- Personal Services \$41,500
- All other expenditures \$148,500

PERMISSIVE VEHICLE TAX FUND \$15,000

AMERICAN RECOVERY ACT FUND \$100,000

PUBLIC WORKS COMMISSION \$3,868.04  
\$966,606.18

The motion was seconded by Mr. Patrick. Roll was called; all votes were yes. The motion passed.

Trustees

Mr. Lange made a motion accept the \$969.00 quote from Wesley Electric to replace outside lights at the fire station and add one LED light. It was seconded by Mr. Patrick and passed.

Mr. Lange made a motion to accept the \$285.00 quote from Wesley Electric to place the dawn-dusk timers on the townhall lights. It was seconded by Mr. Patrick and passed.

Mr. Lange the Portage County Engineers have cleaned out the ditches at 7200 Newton Falls road area to help with the flooding. Should receive the Vair Road project proposal soon.

Mr. Patrick reported the County Vision meetings continue; but don't seem to apply to Charlestown.

Received notice that we did not receive the ODOT money requested for North Knapp road; will apply for Issue 2 money.

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

Mr. Patrick 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 #4-2022

**AN EMERGENCY RESOLUTION AUTHORIZING THE FISCAL OFFICER TO ESTABLISH  
PERMANENT APPROPRIATIONS FOR THE YEAR 2022**

The Board of Trustees of Charlestown Township, Portage County, Ohio met during a regular meeting on March 14, 2022 at the Charlestown Town hall with the following Members present:

Bruce Lange  
Tim Patrick

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

**WHEREAS**, the Board must approve appropriations before money can be expended.

**WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of Charlestown Township.

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

**SECTION 1:** The Board adopts the following permanent appropriations:

GENERAL FUND

- Personal Services \$92,100
- All other expenditures \$95,450

MOTOR VEHICLE TAX FUND \$25,000

GASOLINE TAX FUND

- Personal Services \$48,000
- All other expenditures \$376,000

ROAD & BRIDGE FUND \$388.14

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PERMISSIVE VEHICLE TAX FUND \$15,000

AMERICAN RECOVERY ACT FUND \$100,000

PUBLIC WORKS COMMISSION \$3,868.04  
\$966,606.18

**SECTION 2:** That, effective March 14, 2022, the Fiscal Officer is hereby authorized, directed and approved to take all necessary steps to create temporary appropriations for tax year 2022.

**SECTION 3:** It is hereby found and determined that all formal actions of this Board concerning and relating the passage of this Resolution were adopted in an open meeting of this Board and all deliberations of the Board that resulted such formal action were in meetings open to the public, in compliance with all legal requirements<sup>2</sup>, including Section 121.22 of the Ohio Revised Code.

**SECTION 4:** That this Resolution is hereby declared to be and is passed as an emergency measure, the emergency being the need to continually provide for the fair and prudent administration of Township affairs. Said Resolution is necessary for the immediate preservation of the public, peace health, safety and welfare of the residents of Charlestown Township.

Mr. Tim Patrick seconded the motion, and the roll was called on the question of its adoption.

The vote was as follows;

Bruce Lange: Yea



Tim Patrick: Yea



Adopted: March 14, 2022

STATE OF OHIO (COUNTY OF PORTAGE)

I, Susan Forgacs, Fiscal Officer of Charlestown Township, do hereby certify that the foregoing is taken and copied from the Record of Proceedings of Charlestown Township, that the same has been compared by me with the Resolution of said Record and that it is a true and correct copy thereof.

 , Fiscal Officer