

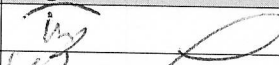
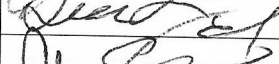





Charlestown Township

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: Nov. 25, 2024

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	
Paul Jalbert	Asst. Fire Chief	

Guests		
Name	Address	Signature
Don HANNA		
Gary Hansicker		

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order with the Pledge of Allegiance by Mr. Bruce Lange at 5:30 pm on Monday, November 25, 2024.

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

Mr. Lange made a motion to approve the minutes from the regular business meeting on November 11, 2024; it was seconded by Mr. Patrick and passed.

REPORTS

Zoning

Mr. Grund attended the Portage County Stormwater meeting; no changes to report. Attended the Regional Planning Zoning Inspector meeting. Received inquires from Dollar General regarding possible development of property at Esworthy and Route 5.

Roads

Mr. Grund will be on vacation next week, unless it snows.

Cemetery

Mr. Lange reports receiving phone call from funeral home for a fee clarification – cremation burial for two individuals at the same time and same grave site, only one opening / closing fee is assessed.

Park

No report.

Fire Department

Assistant Fire Chief Paul Jalbert reports 241 EMS/fire calls this year; down 5 calls compared to last year.

New furnace was installed on Friday.

Fiscal Officer

Ms. Forgacs shared the official election results from the Board of Elections. Will be attending all-day webinar for UAN year-ending processes on December 9.

Trustees

Mr. Patrick made the following motion- to hire Mr. Kreg Hudson as part-time township employee for roads, park and cemetery; will work 20 hours per week and as needed; \$35 per hour; will earn overtime if works more than 40 hours a week; no vacation, sick or personal time accrual; to start January 1, 2025. Motion was seconded by Mr. Lange and passed. Mr. Kreg will be responsible for mowing all of the township property.

The township may still subcontract Mr. Hudson for some of his excavating equipment as needed (brush hog, digging graves, etc.) as in the past.

Mr. Patrick made a motion to hire Mr. Tim Thompson to work as needed for roads, mowing and maintenance as determined by the trustees and Mr. Hudson; to be paid \$25 per hour; to start January 1, 2025; no vacation, sick, or personal time accrual. It was seconded by Mr. Lange and passed.

Ms. Forgacs to send out new employee forms and paperwork; will create time sheet.

Mr. Eskridge asked about dates for McCormick road project – will go out to bid after July 1, 2025.

Mr. Lange asked Mr. Eskridge to put a Thank You message on the sign for the levy passage.
Received the annual stormwater letter from the Health Department – no changes.
Ravenna Oil to provide preventative maintenance / check-up for townhall furnace tomorrow.
Will ask about getting a contract with Ravenna Oil and J&J Plumbing for service and repair of the HVAC systems

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 5:53 pm.



CHAIRMAN



FISCAL OFFICER