

The Regular Business meeting of the Charlestown Township Board of Trustees was called to order at 5:30 pm by Mr. Bruce Lange on Monday, June 8, 2026.

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

Mr. Lange made a motion to approve the minutes from May 11, 2026 and the special meeting on May 26, 2026; it was seconded by Ms. Pahls and passed.

## **REPORTS**

### Zoning

Mr. Jalbert sent a zoning violation letter to Mr. Pahls, owner of 6448 North Knapp Road; he has 30 days to clean up the property. There is a dumpster at the site now.

Was unable to contact the owner of 5820 Knapp Road property; zoning violation taped to front door. Property records indicate Mr. and Mrs. Birch, both deceased, were the owners; the tax bill has been sent to and paid for by a granddaughter in Ravenna.

Will meet with the County Prosecutor to discuss the pending zoning concerns for Jackson property on Knapp and Heim property on Susan,

There is a zoning board of appeals meeting this evening for property on Bronco Lane.

### Roads

Mr. Lange will contact DeAngelo's to schedule guardrail weed spraying.

Mr. Mike Collins, Portage County Engineer's Office, reported the bids have been received for various chip & seal projects throughout the county; Melway paving awarded the contract; Middle Knapp is the Charlestown road included in the bid.

### Cemetery

Mr. Gary Hunsicker commented on the repainted veteran sign at the cemetery and how nice it looks. Jesse and Kasey Keller are the artists.

### Park

No report.

### Fire Department

Fire Chief Randy Porter reports 95 Fire / EMS calls this year; up 4 calls compared to last year.

Mr. Lange made a motion to spend up to \$7200 to replace 2 sets of turnout gear per Chief Porter's recommendation; it was seconded by Ms. Pahls and passed.

Chief Porter plans to replace 2-3 sets of gear annually.

Fire department will be removing the roadside flags after July 4<sup>th</sup>. Ms. Pahls reports a resident contacted her in regards to donate some flags to replace the old, tattered ones.

### Fiscal Officer

Ms. Forgacs reports the 2024-25 audit is complete and trustees should receive the final report soon.

The Annual Budget meeting has been scheduled for 5:30 pm on July 13 prior to the regular trustee meeting.

Reports the balance on the approved purchase order for Dinsmore and Shohl, LLP is \$2945.

Will be completing paperwork from Falls Home Oil; would like to receive payment at time of or before delivery unless payment information is on file.

Will also submit the annual OTARMA questionnaire; renewal date is September 20, 2026.

#### Trustees

Mr. Eskridge reports that Buckeye Energy has finally received a list of NOPEC customers; working on pricing list and send out to all current NOPEC customers.

EPA reports low level contamination at the Crest Rubber site; all neighboring properties and wells have tested clean. Looking at funding to clean up the site; does not qualify for federal funds; EPA will not release property for use until cleaned up.

Ms. Pahls has been trying to contact a recommended website company; will invite to the July meeting.

Mr. Lange received a phone call from Vair Road resident reporting the stop sign and post had been stolen from the King & Vair Road intersection. Mr. Hudson installed a new sign. Mr. Lange to ask Mike Collins about the best vendor to contact for sign purchase.

Will be attending the Ohio Township Association Officers meeting in Columbus on June 26; property taxes are on the agenda.

Mr. Lange asked if there was any pending business that would require a second meeting this month; none were noted. The next scheduled meeting will be July 13, 2026 following the Budget Meeting.

Mr. Lange moved to pay bills. Ms. Pahls 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 6:05 pm.

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CHAIRMAN

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FISCAL OFFICER