

Charlestown Township

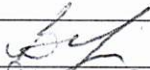





Portage County, Ohio

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

Susan M Forgacs, Fiscal Officer

Township Board of Trustees Meeting Sign-In

Date: Dec 22, 2025

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

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, December 22, 2025.

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

Mr. Eskridge made a motion to approve the minutes from the regular business meetings on November 17 and December 10, 2025; it was seconded by Mr. Lange and passed.

REPORTS

Zoning

Mr. Jalbert signed a survey for property transfer on Esworthy from Todd Smith to Agatha Smither and William Beach.

The returned certified letter to Mr. Heim was remailed by the fiscal officer.

Roads

No report.

Cemetery

No report.

Park

No report.

Fire Department

Fire Chief Randy Porter reports 258 Fire/EMS calls year-to-date; up 5 calls compared to last year.

There were 19 residences with more than 60 kids on the Santa delivery route last Saturday.

Mr. Lange made a motion to spend up to \$2500 for name plates on turn out gear and helmets as requested by Chief Porter; it was seconded by Mr. Eskridge and passed.

Fire Department Christmas party is December 29 at 7 pm.

Fiscal Officer

Ms. Forgacs presented the financial report year-to-date – revenues, expenditures, appropriation status.

Hoping to have permanent appropriations available for the next meeting.

Will complete payroll on December 31, 2025. Please submit any time sheets; checks need to be issued on that date.

Distributed letter for trustees to take to KeyBank for new signature cards.

The GoDaddy account for emails renewed.

Will get Sunshine Law / Open Meeting training to Ms. Pahls.

Will send reorganizational meeting agenda and past minutes to the trustees to prepare for meeting.

Trustees

Mr. Lange received an OTA alert of an increase to the bid threshold to \$79,568.

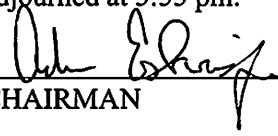
Mr. Eskridge will post the Annual Reorganizational meeting date on the website.

Has not received the final report for Crest Rubber from EPA yet.

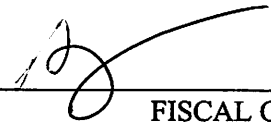
The Arsenal meeting at Paris Township was well attended. Looking for project funding. Reported there have been 89 clean-up projects over the years – 59 completed, 15 ongoing with continued monitoring and 15 need to be started. West Virginia National Guard recently trained at the facility; were impressed with the shooting range and other improvements.

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 5:55 pm.



CHAIRMAN



FISCAL OFFICER